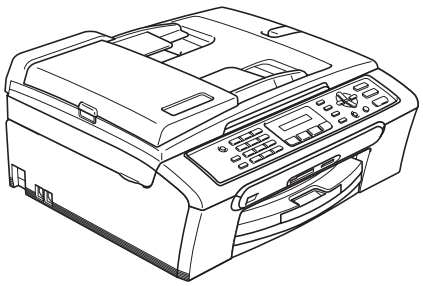
USER'S GUIDE

MFC-235C
MFC-260C



Version A

If you need to call Customer Service

Please complete the following information for future reference:

Model Number: MFC-235C and MFC-260C
(Circle your model number)

Serial Number: [1] _____

Date of Purchase: _____

Place of Purchase: _____

[1] The serial number is on the back of the unit. Retain this User's Guide with your sales receipt as a permanent record of your purchase, in the event of theft, fire or warranty service.

Register your product on-line at

http://www.brother.com/registration/

By registering your product with Brother, you will be recorded as the original owner of the product. Your registration with Brother:

- may serve as confirmation of the purchase date of your product should you lose your receipt; and
- may support an insurance claim by you in the event of product loss covered by insurance.

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Approval Information and Compilation and Publication Notice

THIS EQUIPMENT IS DESIGNED TO WORK WITH A TWO WIRE ANALOGUE PSTN LINE FITTED WITH THE APPROPRIATE CONNECTOR.

APPROVAL INFORMATION

Brother advises that this product may not function correctly in a country other than where it was originally purchased, and does not offer any warranty in the event that this product is used on public telecommunication lines in another country.

Compilation and Publication Notice

Under the supervision of Brother Industries Ltd., this manual has been compiled and published, covering the latest product descriptions and specifications.

The contents of this manual and the specifications of this product are subject to change without notice.

Brother reserves the right to make changes without notice in the specifications and materials contained herein and shall not be responsible for any damages (including consequential) caused by reliance on the materials presented, including but not limited to typographical and other errors relating to the publication.

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Section I

General

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1 General Information

Using the documentation

Thank you for buying a Brother machine! Reading the documentation will help you make the most of your machine.

Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

Bold	Bold typeface identifies specific keys on the machine's control panel.
Italics	Italicized typeface emphasizes an important point or refers you to a related topic.
`Courier New`	Text in the Courier New font identifies messages on the LCD of the machine.

Warnings tell you what to do to prevent possible personal injury.

Electrical Hazard icons alert you to possible electrical shock.

Cautions specify procedures you must follow or avoid to prevent possible damage to the machine or other objects.

Notes tell you how you should respond to a situation that may arise or give tips about how the operation works with other features.

Improper Setup icons alert you to devices and operations that are not compatible with the machine.

Accessing the Software User's Guide

This User's Guide does not contain all the information about the machine such as how to use Printer, Scanner and PC Fax. When you are ready to learn detailed information about these operations, read the **Software User's Guide** that is on the CD-ROM.

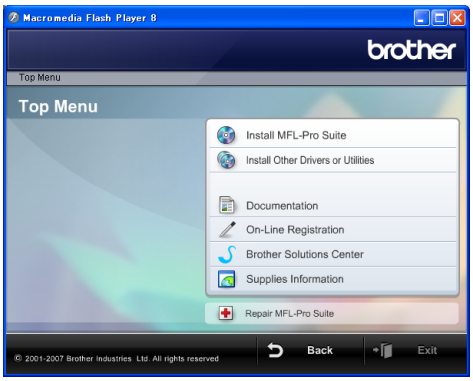
Viewing Documentation

Viewing Documentation (For Windows®)

To view the documentation, from the **Start** menu, point to **Brother**, **MFC-XXXX** (where XXXX is your model name) from the programs group, and then choose **User's Guides in HTML format**.

If you have not installed the software, you can find the documentation by following the instructions below:

1. Turn on your PC. Insert the Brother CD-ROM into your CD-ROM drive.
2. If the model name screen appears, click your model name.
3. If the language screen appears, click your language. The CD-ROM main menu will appear.



Note

If this window does not appear, use Windows® Explorer to run the start.exe program from the root directory of the Brother CD-ROM.

4 Click **Documentation**.

5 Click the documentation you want to read.

- **HTML documents**: **Software User's Guide** in HTML format.

 This format is recommended for viewing on your computer.

- **PDF documents**: **User's Guide** for stand-alone operations, **Software User's Guide** in PDF format.

 This format is recommended for printing the manuals. Click to go to the Brother Solution Center, where you can view or download the PDF documents. (Internet access and PDF Reader software are required.)

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide

- *Scanning* (For Windows® 2000 Professional/Windows® XP and Windows Vista™)
- *ControlCenter3* (For Windows® 2000 Professional/Windows® XP and Windows Vista™)

Scansoft™ PaperPort™ 11SE with OCR How-to-Guides

- The complete ScanSoft™ PaperPort™ 11SE with OCR How-to-Guide can be viewed from the Help selection in the ScanSoft™ PaperPort™ 11SE with OCR application.

Viewing Documentation (For Macintosh®)

1 Turn on your Macintosh®. Insert the Brother CD-ROM into your CD-ROM drive. The following window will appear.



2 Double-click the **Documentation** icon.

3 Double-click your language folder.

4 Double-click the top page file to view the **Software User's Guide** in HTML format.

5 Click the documentation you want to read.

- **Software User's Guide**

How to find Scanning instructions

There are several ways you can scan documents. You can find the instructions as follows:

Software User's Guide

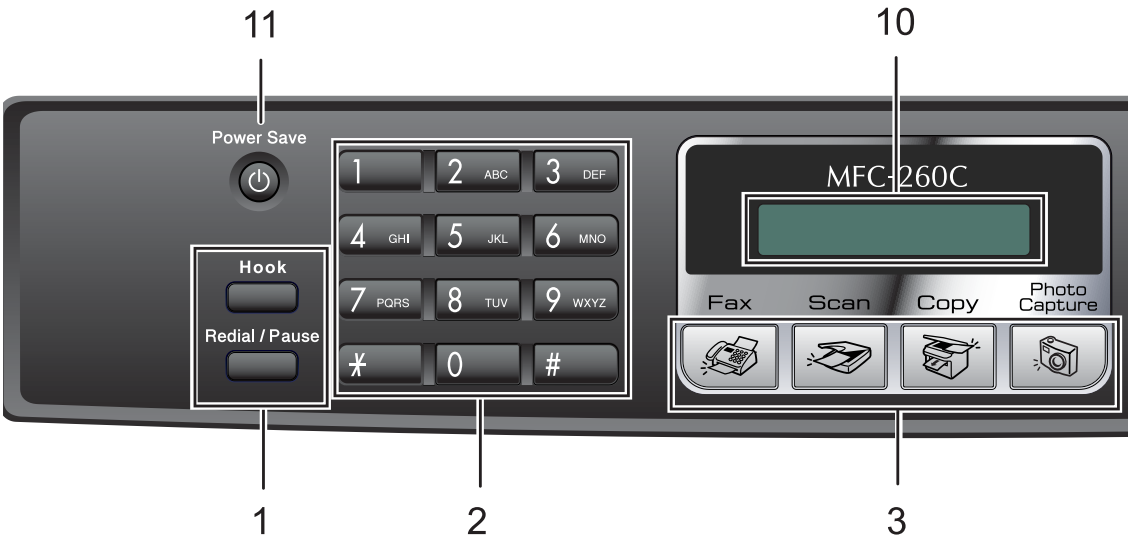
- *Scanning* (For Mac OS® X 10.2.4 or greater)
- *ControlCenter2* (For Mac OS® X 10.2.4 or greater)

Presto!® PageManager® User's Guide

- Instructions for scanning directly from Presto!® PageManager®. The complete Presto!® PageManager® User's Guide can be viewed from the Help selection in the Presto!® PageManager® application.

MFC-260C Control panel overview

The **MFC-235C** and **MFC-260C** have the same control panel keys.



Note

Most of the illustrations in this User's Guide show the MFC-260C.

1 Fax keys:

- **Redial/Pause**

 Redials the last number called. It also inserts a pause when programming quick dial numbers.

- **Hook**

 Press before dialling if you want to make sure a fax machine answers, and then press Start. Also, press this key after you pick up the handset of an external telephone during the F/T ring (fast doublerings).

2 Dial Pad

Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine.

The **#** key lets you temporarily switch the dialling mode during a telephone call from Pulse to Tone. (Not Available in New Zealand)

3 Mode keys:

- **Fax**

 Lets you access Fax mode.

- **Scan**

 Lets you access Scan mode.

- **Copy**

 Lets you access Copy mode.

- **PhotoCapture**

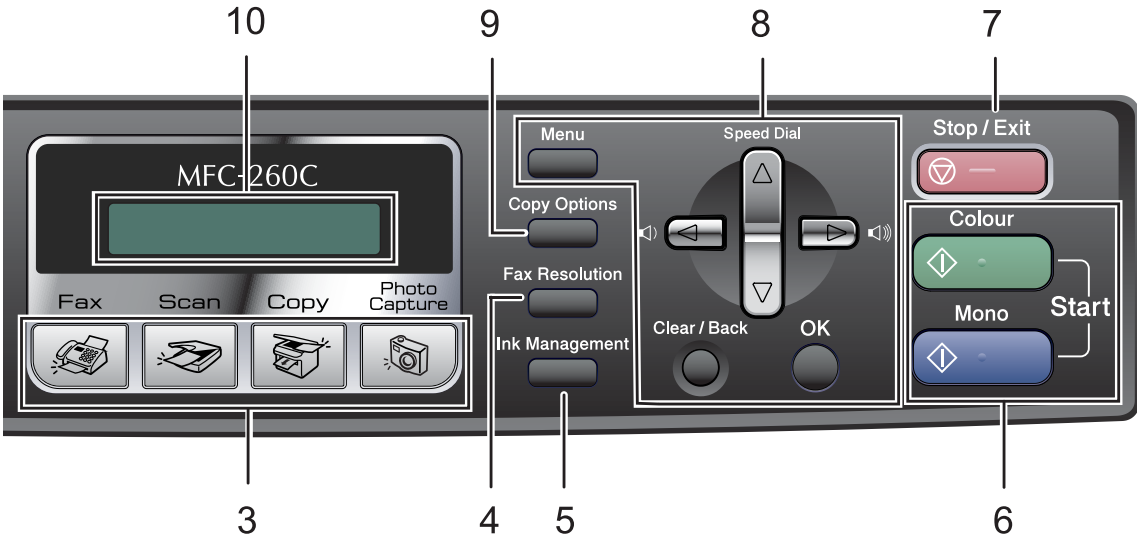
 Lets you access PhotoCapture Center™ mode.

4 Fax Resolution

Lets you temporarily change the resolution when sending a fax.

5 Ink Management

Lets you clean the print head, check the print quality, and check the available ink volume.



6 Start keys:

- **Colour Start**

 Lets you start sending faxes or making copies in full colour. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter software).

- **Mono Start**

 Lets you start sending faxes or making copies in monochrome. Also lets you start a scanning operation (in colour or mono, depending on the scanning setting in the ControlCenter software).

7 Stop/Exit

Stops an operation or exits from a menu.

8 Menu keys:

- **Menu**

 Lets you access the main menu to program the machine.

- **▲ Speed Dial**

 Lets you store, look up, and dial numbers in the memory.

- **Volume keys**

 ◄ ►

 In Fax mode, you can press these keys to adjust the ring volume.

- ◄

 Press to scroll backward to a menu selection.

- ▲ or ▼

 Press to scroll through the menus and options.

- **Clear/Back**

 Press to cancel the current setting.

- **OK**

 Lets you choose a setting.

9 Copy Options

Lets you temporarily change the copy settings when in copy mode.

10 LCD (liquid crystal display)

Displays messages on the screen to help you set up and use your machine.

11 Power Save

Lets you put the machine into Power Save mode.

2 Loading documents and paper

Loading documents

You can send a fax, make copies, and scan from the ADF (automatic document feeder) and from the scanner glass.

Using the ADF (MFC-260C only)

The ADF can hold up to 10 pages and feeds each sheet individually. Use standard 80 gsm paper and always fan the pages before putting them in the ADF.

Recommended environment

Temperature:	20 to 30° C
Humidity:	50% to 70%
Paper:	80 gsm A4

Document Sizes Supported

Length:	148 to 355.6 mm
Width:	148 to 215.9 mm
Weight:	64 to 90 gsm

How to load documents

CAUTION

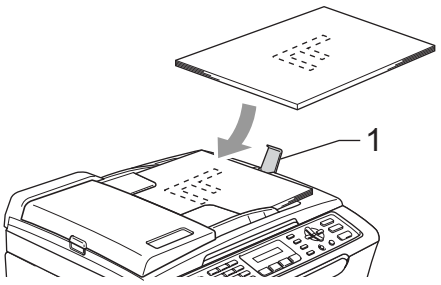
DO NOT pull on the document while it is feeding.

DO NOT use paper that is curled, wrinkled, folded, ripped, stapled, paper clipped, pasted or taped.

DO NOT use cardboard, newspaper or fabric.

■ Make sure documents written with ink are completely dry.

1. Fan the pages well. Make sure you put the documents **face down, top edge first** in the ADF until you feel them touch the feed roller.
2. Adjust the paper guides to fit the width of your documents.
3. Unfold the ADF Document Output Support Flap (1).



CAUTION

DO NOT leave thick documents on the scanner glass. If you do this, the ADF may jam.

Using the scanner glass

You can use the scanner glass to fax, copy or scan pages of a book or one page at a time.

Document Sizes Supported

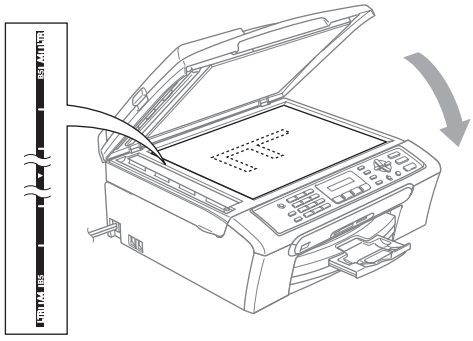
Length:	Up to 297 mm
Width:	Up to 215.9 mm
Weight:	Up to 2 kg

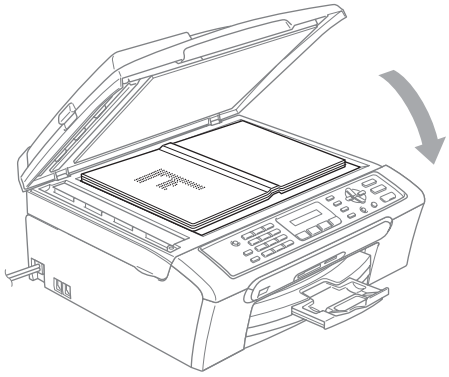
How to load documents

Note

To use the scanner glass, the ADF must be empty.

1. Lift the document cover.
2. Using the document guidelines on the left, center the document face down on the scanner glass.





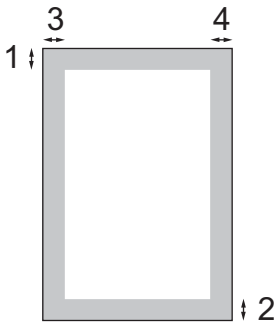
3. Close the document cover.

CAUTION

If you are scanning a book or thick document, DO NOT slam the cover or press on it.

Scannable area

The scannable area depends on the settings in the application you are using. The figures below show the areas you cannot scan on Letter and A4 paper.



Usage	Document Size	Top (1) Bottom (2)	Left (3) Right (4)
Fax	Letter	3 mm	4 mm
	A4	3 mm	1 mm
Copy	Letter	3 mm	3 mm
	A4	3 mm	3 mm
Scan	Letter	3 mm	3 mm
	A4	3 mm	0 mm

Acceptable paper and other media

The print quality can be affected by the type of paper you are using in the machine.

To get the best print quality for the settings you have chosen, always set the Paper Type to match the type of paper you load.

You can use plain paper, inkjet paper (coated paper), glossy paper, transparencies and envelopes.

We recommend testing various paper types before buying large quantities.

For best results, use Brother paper.

- When you print on inkjet paper (coated paper), transparencies and photo paper, be sure to choose the correct media in the '**Basic**' tab of the printer driver or in the Paper Type setting of the menu. (See *Paper Type* on page 18.)
- When you print on Brother photo paper, load the instruction sheet included with the photo paper in the paper tray first, and then put the photo paper on the instruction sheet.
- When you use transparencies or photo paper, remove each sheet at once to prevent smudging or paper jams.
- Avoid touching the printed surface of the paper immediately after printing; the surface may not be completely dry and may stain your fingers.

Recommended media

To get the best print quality, we suggest using Brother paper. (See table below.)

If Brother paper is not available in your country, we recommend testing various papers before purchasing large quantities.

We recommend using '3M Transparency Film' when you print on transparencies.

Brother paper

Paper Type	Item
A4 Plain	BP60PA
A4 Glossy Photo	BP61GLA
A4 Inkjet (Matte)	BP60MA
10 x 15 cm Glossy	BP61GLP

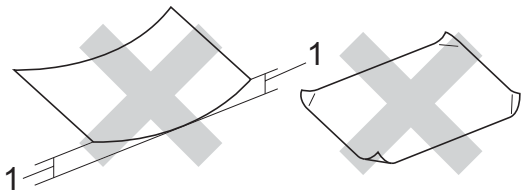
Handling and using media

- Store paper in its original packaging, and keep it sealed. Keep the paper flat and away from moisture, direct sunlight and heat.
- The coated side of photo paper is shiny. Avoid touching the shiny (coated) side. Load photo paper with the shiny side facing down.
- Avoid touching either side of transparencies because they absorb water and perspiration easily, and this may cause decreased output quality. Transparencies designed for laser printers/copiers may stain your next document. Use only transparencies recommended for inkjet printing.

Improper Setup

DO NOT use the following kinds of paper:

- Damaged, curled, wrinkled, or irregularly shaped paper



1 2 mm or longer

- Extremely shiny or highly textured paper
- Paper already printed on by a printer
- Paper that cannot be arranged uniformly when stacked
- Paper made with a short grain

Paper capacity of the output paper tray

Up to 50 sheets of 80 gsm A4 or 20 lb Letter paper.

- Transparencies or photo paper must be picked up from the output paper tray one page at a time to avoid smudging.

Choosing the right media

Paper type and size for each operation

Paper Type	Paper Size		Usage			
			Fax	Copy	Photo Capture	Printer
Cut Sheet	Letter	216 × 279 mm (8 1/2 × 11 in.)	Yes	Yes	Yes	Yes
	A4	210 × 297 mm (8.3 × 11.7 in.)	Yes	Yes	Yes	Yes
	Legal	216 × 356 mm (8 1/2 × 14 in.)	Yes	Yes	–	Yes
	Executive	184 × 267 mm (7 1/4 × 10 1/2 in.)	–	–	–	Yes
	JIS B5	182 × 257 mm (7.2 × 10.1 in.)	–	–	–	Yes
	A5	148 × 210 mm (5.8 × 8.3 in.)	–	Yes	–	Yes
	A6	105 × 148 mm (4.1 × 5.8 in.)	–	–	–	Yes
Cards	Photo	10 × 15 cm (4 × 6 in.)	–	Yes	Yes	Yes
	Photo 2L	13 × 18 cm (5 × 7 in.)	–	–	Yes	Yes
	Index Card	127 × 203 mm (5 × 8 in.)	–	–	–	Yes
	Post Card 1	100 × 148 mm (3.9 × 5.8 in.)	–	–	–	Yes
	Post Card 2 (Double)	148 × 200 mm (5.8 × 7.9 in.)	–	–	–	Yes
Envelopes	C5 Envelope	162 × 229 mm (6.4 × 9 in.)	–	–	–	Yes
	DL Envelope	110 × 220 mm (4.3 × 8.7 in.)	–	–	–	Yes
	COM-10	105 × 241 mm (4 1/8 × 9 1/2 in.)	–	–	–	Yes
	Monarch	98 × 191 mm (3 7/8 × 7 1/2 in.)	–	–	–	Yes
	JE4 Envelope	105 × 235 mm (4.1 × 9.3 in.)	–	–	–	Yes
Transparencies	Letter	216 × 279 mm (8 1/2 × 11 in.)	–	Yes	–	Yes
	A4	210 × 297 mm (8.3 × 11.7 in.)	–	Yes	–	Yes

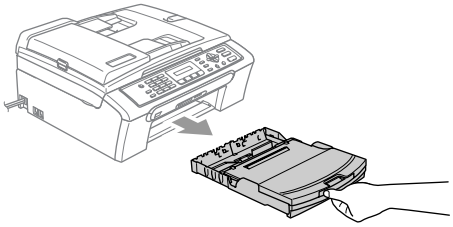
Paper weight, thickness and capacity

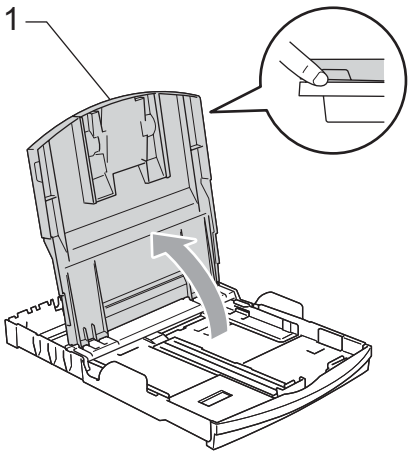
Paper Type		Weight	Thickness	No. of sheets
Cut Sheet	Plain Paper	64 to 120 gsm (17 to 32 lb)	0.08 to 0.15 mm (0.003 to 0.006 in.)	100 [1]
	Inkjet Paper	64 to 200 gsm (17 to 53 lb)	0.08 to 0.25 mm (0.003 to 0.01 in.)	20
	Glossy Paper	Up to 220 gsm (Up to 58 lb)	Up to 0.25 mm (Up to 0.01 in.)	20
Cards	Photo Card	Up to 240 gsm (Up to 64 lb)	Up to 0.28 mm (Up to 0.01 in.)	20
	Index Card	Up to 120 gsm (Up to 32 lb)	Up to 0.15 mm (Up to 0.006 in.)	30
	Post Card	Up to 200 gsm(Up to 53 lb)	Up to 0.23 mm (Up to 0.01 in.)	30
Envelopes		75 to 95 gsm (20 to 25 lb)	Up to 0.52 mm (Up to 0.02 in.)	10
Transparencies		–	–	10

[1] Up to 50 sheets for Legal size paper 80 gsm (20 lb).
Up to 100 sheets of 80 gsm (20 lb) paper.

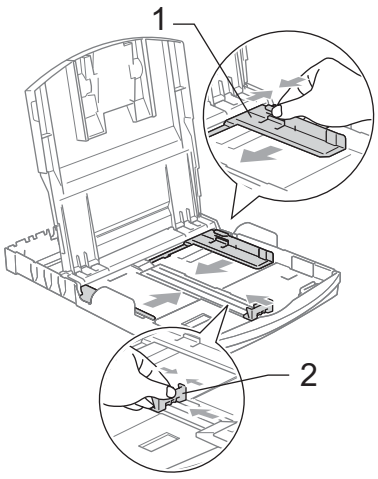
Loading paper and other media

1. If the paper support flap is open, close it, and then pull the paper tray completely out of the machine.
Lift the output paper tray cover (1).

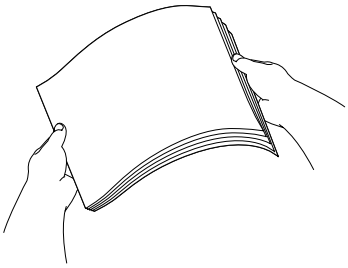




2. Press and slide the paper side guides (1) and paper length guide (2) to fit the paper size.



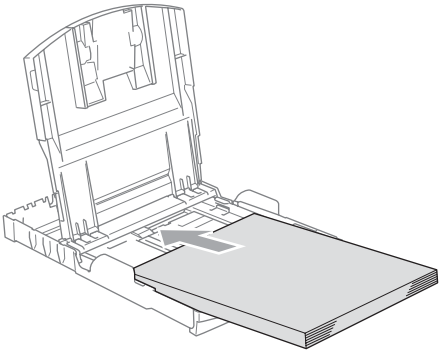
3. Fan the stack of paper well to avoid paper jams and misfeeds.



Note

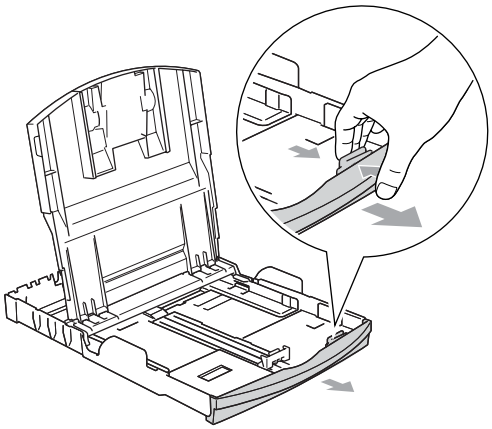
Always make sure the paper is not curled.

4. Gently put the paper into the paper tray print side down and top edge first.
Check that the paper is flat in the tray.

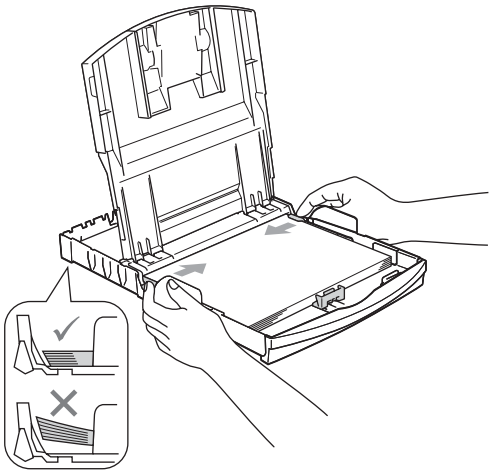


Note

When you use Legal size paper, press and hold the universal guide release button as you slide out the front of the paper tray.



5 Gently adjust the paper side guides to the paper with both hands.
Make sure the paper side guides touch the sides of the paper.

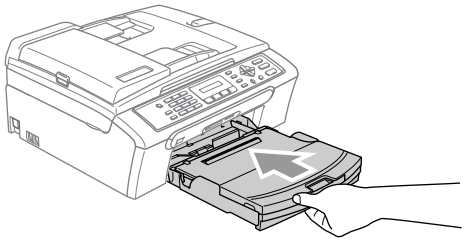


Note

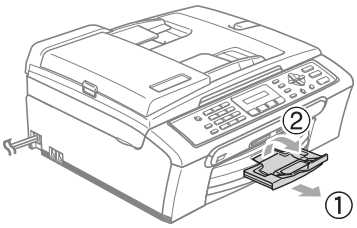
Be careful that you do not push the paper in too far; it may lift at the back of the tray and cause feed problems.

6 Close the output paper tray cover.

7 Slowly push the paper tray completely into the machine.



8 While holding the paper tray in place, pull out the paper support (1) until it clicks and unfold the paper support flap (2).



Note

Do not use the paper support flap for Legal paper.

Loading envelopes and post cards

Loading envelopes

- Use envelopes that weigh from 75 to 95 gsm.
- Some envelopes need margin settings to be set in the application. Make sure you do a test print first.

CAUTION

DO NOT use any of the following types of envelope, as they will cause paper feed problems:

- That are of a baggy construction.
- That are embossed (have raised writing on them).
- That have clasps or staples.
- That are pre-printed on the inside.

Glue	Double flap
	

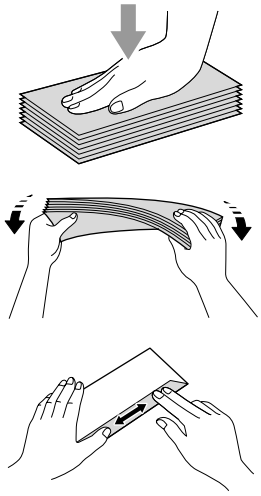
Occasionally you may experience paper feed problems caused by the thickness, size and flap shape of the envelopes you are using.

How to load envelopes and post cards

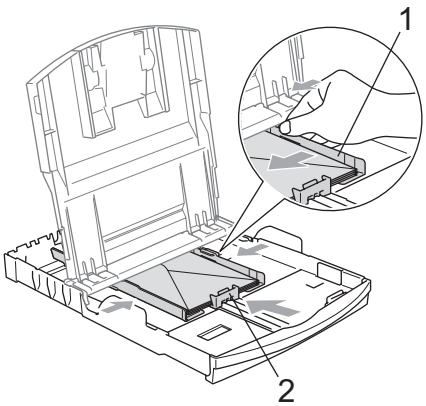
1. Before loading, press the corners and sides of the envelopes or post cards to make them as flat as possible.

Note

If the envelopes or post cards are ‘double-feeding,’ put one envelope or post card in the paper tray at a time.

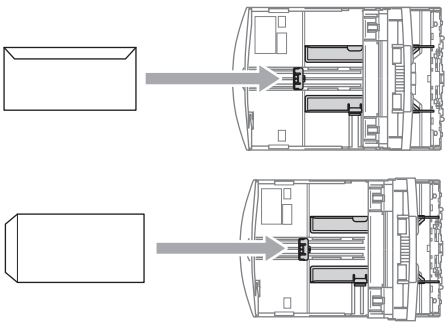


2. Put the envelopes or post cards into the paper tray with the address side down and the leading edge in first as shown in the illustration. Slide the paper side guides (1) and paper length guide (2) to fit the size of the envelopes or post cards.



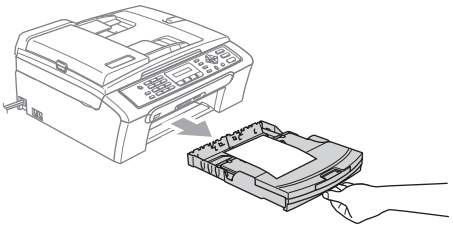
If you have problems when printing on envelopes, try the following suggestions:

1. Open the envelope flap.
2. Make sure the open flap is either to the side of the envelope or to the back edge of the envelope when printing.
3. Adjust the size and margin in your application.



Removing small printouts from the machine

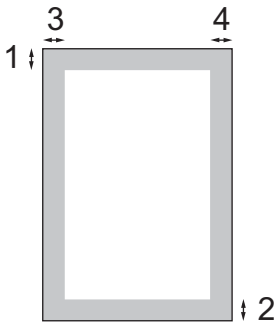
When the machine ejects small paper onto the output paper tray you may not be able to reach it. Make sure printing has finished, and then pull the tray completely out of the machine.



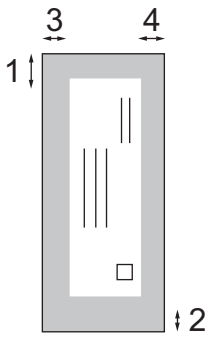
Printable area

The printable area depends on the settings in the application you are using. The figures below show the unprintable areas on cut sheet paper and envelopes. The machine can only print in the shaded areas when the Borderless print feature is available and turned on.

Cut Sheet Paper



Envelopes



	Top (1)	Bottom (2)	Left (3)	Right (4)
Cut Sheet	3 mm	3 mm	3 mm	3 mm
Envelopes	12 mm	24 mm	3 mm	3 mm

Note

The Borderless feature is not available for envelopes.

3 General setup

Power Save mode

When the machine is idle, you can put the machine into Power Save mode by pressing the **Power Save** key. You can still receive telephone calls in Power Save mode. For further information on receiving faxes in the power save condition, please see the table on page 17. If you want to do other operations, you must take the machine out of Power Save mode.

Note

If you have connected an external telephone or TAD, it is always available.

Putting your machine in Power Save mode

1. Press and hold down the **Power Save** key. The LCD will show `Shutting Down`. The LCD will stay on for a few seconds before going off.

Bringing your machine out of Power Save mode

1. Press the **Power Save** key.

Note

- Even if you have put the machine into Power Save mode, it will periodically clean the print head to preserve print quality.
- If you unplug the AC power cord, no machine operations will be available.
- You can customize Power Save mode so that, apart from automatic head cleaning, no machine operations are available. (See *Power Save setting* on page 17.)

Power Save setting

You can customize the machine's **Power Save** key. The default mode is `Fax Receive:On`. Your machine can receive faxes or calls even when the machine is in Power Save mode. If you do not want your machine to receive faxes or calls, turn this setting to `Fax Receive:Off`. (See *Power Save mode* on page 17.)

1. Press **Menu**, **1**, **6**.
2. Press ▲ or ▼ to choose `Fax Receive:On`, or `Fax Receive:Off`. Press **OK**.
3. Press **Stop/Exit**.

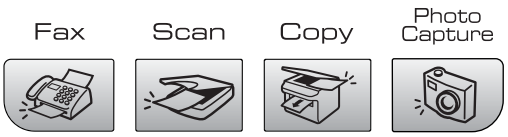
On/Off setting	Receive mode	Available operations
`Fax Receive: On` [1] (factory setting)	`Fax Only` `External TAD`	Fax Receive Fax Detect
	`Manual` `Fax/Tel` [2]	Fax Detect
`Fax Receive: Off`	—	No machine operations will be available other than cleaning the print head.

1 You cannot receive a fax with **Mono Start** or **Colour Start**.

2 You cannot receive a fax automatically if you have set the receive mode to `Fax/Tel`.

Mode Timer

The machine has four temporary mode keys on the control panel: **Fax**, **Scan**, **Copy** and **PhotoCapture**. You can change the amount of time the machine takes after the last Scan, Copy or PhotoCapture operation before it returns to Fax mode. If you choose `Off`, the machine stays in the mode you used last.



1. Press **Menu**, **1**, **1**.
2. Press ▲ or ▼ to choose `0 Sec`, `30 Secs`, `1 Min`, `2 Mins`, `5 Mins` or `Off`.
 Press **OK**.
3. Press **Stop/Exit**.

Paper settings

Paper Type

To get the best print quality, set the machine for the type of paper you are using.

1. Press **Menu**, **1**, **2**.
2. Press ▲ or ▼ to choose `Plain Paper`, `Inkjet Paper`, `Brother Photo`, `Other Photo` or `Transparency`.
 Press **OK**.
3. Press **Stop/Exit**.

Note

The machine ejects paper with printed surfaces face up onto the paper tray in front of the machine. When you use transparencies or glossy paper, remove each sheet at once to prevent smudging or paper jams.

Paper Size

You can use five sizes of paper for printing copies: Letter, Legal, A4, A5, and 10 × 15 cm and three sizes for printing faxes: Letter, Legal and A4. When you change the size of paper you load in the machine, you will need to change the paper size setting at the same time so your machine can fit an incoming fax on the page.

1. Press **Menu**, **1**, **3**.
2. Press ▲ or ▼ to choose `Letter`, `Legal`, `A4`, `A5` or `10x15cm`.
 Press **OK**.
3. Press **Stop/Exit**.

Volume Settings

Ring Volume

You can choose a range of ring volume levels, from High to Off.

While in Fax mode , press ◄ or ► to adjust the volume level. The LCD shows the current setting, and each key press will change the volume to the next level. The machine will keep the new setting until you change it.

You can also change the volume through the menu, by following the instructions below:

Setting the Ring Volume from the menu

1. Press **Menu**, **1**, **4**, **1**.
2. Press ▲ or ▼ to choose Low, Med, High or Off.
 Press **OK**.
3. Press **Stop/Exit**.

Beeper Volume

When the beeper is on, the machine will beep when you press a key, make a mistake or after you send or receive a fax.

You can choose a range of volume levels, from High to Off.

1. Press **Menu**, **1**, **4**, **2**.
2. Press ▲ or ▼ to choose Low, Med, High or Off.
 Press **OK**.
3. Press **Stop/Exit**.

Speaker Volume

You can choose a range of speaker volume levels, from High to Off.

1. Press **Menu**, **1**, **4**, **3**.
2. Press ▲ or ▼ to choose Low, Med, High or Off.
 Press **OK**.
3. Press **Stop/Exit**.

Setting Daylight Savings Time

You can set the machine to change automatically for daylight savings time. It will reset itself forward one hour in the Spring and backward one hour in the Autumn. Make sure you have set the correct date and time in the `Date&Time` setting.

1. Press **Menu**, **1**, **5**.
2. Press ▲ or ▼ to choose `On` or `Off`.
 Press **OK**.
3. Press **Stop/Exit**.

LCD display

LCD Contrast

You can adjust the LCD contrast for a sharper and more vivid display. If you are having difficulty reading the LCD, try changing the contrast setting.

1. Press **Menu**, **1**, **7**.
2. Press ▲ or ▼ to choose `Light` or `Dark`.
 Press **OK**.
3. Press **Stop/Exit**.

4 Security features

TX Lock

TX Lock lets you prevent unauthorized access to the machine.

While TX Lock is On, the following operations are available:

- Receiving faxes

While TX Lock is On, the following operations are NOT available:

- Sending faxes
- Copying
- PC printing
- Scanning
- PhotoCapture
- Operation from Control panel

Note

If you forget the TX Lock password, please call your Brother dealer for service.

Setting and changing the TX lock password

Note

If you have already set the password, you will not need to set it again.

Setting up the password

1. Press **Menu**, **2**, **0**, **1**.
2. Enter a 4-digit number for the password.
 Press **OK**.
3. When the LCD shows `Verify:`, re-enter the password.
 Press **OK**.
4. Press **Stop/Exit**.

Changing the TX Lock password

1. Press **Menu**, **2**, **0**, **1**.
2. Press ▲ or ▼ to choose `Set Password`.
 Press **OK**.
3. Enter a 4-digit number for the current password.
 Press **OK**.
4. Enter a 4-digit number for a new password.
 Press **OK**.
5. When the LCD shows `Verify:`, re-enter the password.
 Press **OK**.
6. Press **Stop/Exit**.

Turning the TX Lock on/off

Turning TX Lock on

1. Press **Menu**, **2**, **0**, **1**.
2. Press ▲ or ▼ to choose `Set TX Lock`.
 Press **OK**.
3. Enter the registered 4-digit password.
 Press **OK**.
 The machine goes offline and the LCD shows `TX Lock Mode`.

Turning TX Lock off

1. Press **Menu**.
2. Enter the registered 4-digit password.
 Press **OK**.
 TX lock is automatically turned off.

Note

If you enter the wrong password, the LCD shows `Wrong Password` and stays offline. The machine will stay in TX Lock mode until the registered password is entered.

Section II



Fax

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Printing Reports	51

5 Sending a fax

Entering Fax mode

To enter fax mode, press  (**Fax**), and the key will glow green.

Faxing from the ADF (MFC-260C only)

1. Make sure you are in Fax mode .
2. Put the document face down in the ADF. (See *Loading documents* on page 6.)
3. Dial the fax number using the dial pad.
4. Press **Mono Start** or **Colour Start**. The machine starts scanning the document.

Note

- To cancel, press **Stop/Exit**.
- If you send a black & white fax when the memory is full it will be sent in real time.

Faxing from the scanner glass

You can use the scanner glass to fax pages of a book one at a time. The documents can be up to letter or A4 size.

You cannot send multiple pages for colour faxes.

Note

(MFC-260C only)

Since you can only scan one page at a time, it is easier to use the ADF if you are sending a multiple page document.

1. Make sure you are in Fax mode .
2. Load your document on the scanner glass.
3. Dial the fax number.
4. Press **Mono Start** or **Colour Start**.
 - If you press **Mono Start**, the machine starts scanning the first page. Go to step ❺.
 - If you press **Colour Start**, the machine starts sending the document.
5. Do one of the following:
 - To send a single page, press **2** to choose `No` (or press **Mono Start** again).

 The machine starts sending the document.
 - To send more than one page, press **1** to choose `Yes` and go to step ❻.
6. Put the next page on the scanner glass. Press **OK**.
 The machine starts scanning the page. (Repeat step ❺ and step ❻ for each additional page.)

Faxing Letter size documents from the scanner glass

When documents are Letter size, you need to set Scan Size to Letter. If you do not, the side portion of the faxes will be missing.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **0**.
3. Press ▲ or ▼ to choose `Letter`.
 Press **OK**.
4. Press **Stop/Exit**.

Colour fax transmission

Your machine can send a colour fax to machines that support this feature.

Colour faxes cannot be stored in the memory. When you send a colour fax, the machine will send it in real time (even if `Real Time TX` is set to `Off`).

Cancelling a fax in progress

If you want to cancel a fax while the machine is scanning, dialling or sending, press **Stop/Exit**.

Broadcasting (Monochrome only)

Broadcasting is when the same fax message is automatically sent to more than one fax number. You can include Groups, Speed Dial numbers and up to 50 manually dialled numbers in the same broadcast.

After the broadcast is finished, a Broadcast Report will be printed.

1. Make sure you are in Fax mode .
2. Load your document.
3. Enter a number. Press **OK**.
 You can use either a Speed Dial, a Group or a manually entered number using the dial pad.
4. Repeat ❸ until you have entered all the fax numbers you wish to broadcast to.
5. Press **Mono Start**.

Note

- If you did not use up any of the numbers for Groups, you can ‘broadcast’ faxes to as many as 90 different numbers.
- The available memory will vary depending on the types of jobs in the memory and the number of locations used for broadcasting. If you broadcast to the maximum numbers available, you will not be able to use dual access.
- If the memory is full, press **Stop/Exit** to stop the job. If more than one page has been scanned, press **Mono Start** to send the portion that is in the memory.

Cancelling a Broadcast in progress

1. Press **Menu**, **2**, **4**.
 The LCD will show the fax number being dialled.

   ```
   XXXXXXXX
   ```

2. Press **OK**.
 The LCD will show the job number:

   ```
   1.Clear  2.Exit
   ```

3. Press **1** to clear.
 The LCD will then show the Broadcast job number and `1.Clear  2.Exit`.

4. To cancel the Broadcast, press **1**.

5. Press **Stop/Exit**.

Additional sending operations

Sending faxes using multiple settings

When you send a fax you can choose any combination of these settings: resolution, contrast, overseas mode and real time transmission.

1. Make sure you are in Fax mode .

2. Load your document.

3. Choose a setting you want to change in the Setup Send menu (**Menu**, **2**, **2**).
 Press **OK**.

4. Choose the option you want for the setting.
 Press **OK**.

5. Do one of the following:

   ```
   Next
   ```

   ```
   1.Yes 2.No
   ```

 - Press **1** to change another setting.
 - Press **2** when you have finished choosing your settings.

6. Send the fax as normal.

Contrast

If your document is very light or very dark, you may want to change the contrast. For most documents the default setting Auto can be used. It automatically chooses the suitable contrast for your document.

Use Light when sending a light document.

Use Dark when sending a dark document.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **1**.
4. Press ▲ or ▼ to choose Auto, Light or Dark.
 Press **OK**.

Note

Even if you choose Light or Dark, the machine will send the fax using the Auto setting in any of the following conditions:

- When you send a colour fax.
- When you choose Photo as the Fax Resolution.

Changing fax resolution

The quality of a fax can be improved by changing the fax resolution. Resolution can be changed for the next fax *or* for all faxes.

To change the fax resolution for the *next* fax

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Fax Resolution** then ▲ or ▼ to choose the resolution.
 Press **OK**.

To change the default fax resolution

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **2**.
3. Press ▲ or ▼ to choose the resolution you want.
 Press **OK**.

Note

You can choose four different resolution settings for monochrome faxes and two for colour.

Monochrome	
Standard	Suitable for most typed documents.
Fine	Good for small print and transmits a little slower than Standard resolution.
S.Fine	Good for small print or artwork and transmits slower than Fine resolution.
Photo	Use when the document has varying shades of grey or is a photograph. This has the slowest transmission.

Colour	
Standard	Suitable for most typed documents.
Fine	Use when the document is a photograph. The transmission time is slower than Standard resolution.

If you choose S.Fine or Photo and then use the **Colour Start** key to send a fax, the machine will send the fax using the Fine setting.

Dual access (Monochrome only)

You can dial a number and start scanning the fax into memory—even when the machine is sending from memory, receiving faxes or printing PC data. The LCD shows the new job number and available memory.

The number of pages you can scan into the memory will vary depending on the data that is printed on them.

Note

If the `Out of Memory` message appears while scanning documents, press **Stop/Exit** to cancel or **Mono Start** to send the scanned pages.

Real time transmission

When you are sending a fax, the machine will scan the documents into the memory before sending. Then, as soon as the telephone line is free, the machine will start dialling and sending.

If the memory is full or you are sending a colour fax, the machine will send the document in real time (even if `Real Time TX` is set to `Off`).

Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can set `Real Time TX` to `On` for all documents or `Next Fax Only` for the next fax only.

Note

In Real Time Transmission, the automatic redial feature does not work when using the scanner glass.

Sending in real time for all faxes

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **3**.

 `3.Real Time TX`

 `Realtime TX:On`
3. Press ▲ or ▼ to choose `On` (or `Off`). Press **OK**.

Sending in real time for the next fax only

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **2**, **3**.
3. Press ▲ or ▼ to choose `Next Fax Only`. Press **OK**.
4. Press ▲ or ▼ to choose `Next Fax:Off` or `Next Fax:On`.
5. Press **OK**.

Note

In real time transmission, the automatic redial feature does not work when using the scanner glass.

Overseas Mode

If you are having difficulty sending a fax overseas due to possible interference on the telephone line, we recommend that you turn on the Overseas mode. After you send a fax using this feature, the feature will turn itself off.

1. Make sure you are in Fax mode .
2. Load your document.
3. Press **Menu**, **2**, **2**, **4**.
4. Press ▲ or ▼ to choose `On` (or `Off`).
 Press **OK**.

Checking and cancelling waiting jobs

You can check which jobs are still waiting in the memory to be sent and cancel a job. (If there are no jobs, the LCD shows `No Jobs Waiting`.)

1. Press **Menu**, **2**, **4**.
 Any waiting jobs appear on the LCD.
2. Press ▲ or ▼ to scroll through the jobs and choose the job you want to cancel.
 Press **OK**.
3. Do one of the following:
 - Press **1** to cancel it.
 - Press **2** to exit without cancelling.
4. When you have finished, press **Stop/Exit**.

Sending a fax manually

Manual transmission lets you hear the dialling, ringing and fax-receiving tones while sending a fax.

1. Make sure you are in Fax mode .
2. Load your document.
3. Pick up the handset of an external telephone and listen for a dial tone.
4. Dial the fax number you want to call.
5. When you hear the fax tone, press **Mono Start** or **Colour Start**.
 - If you load the document on the scanner glass, press **1** to send the fax.

 `1.Send 2.Receive`
6. Replace the handset.

Out of Memory message

If you get an `Out of Memory` message while scanning the first page of a fax, press **Stop/Exit** to cancel the fax.

If you get an `Out of Memory` message while scanning a subsequent page, you will have the option to press **Mono Start** to send the pages scanned so far, or to press **Stop/Exit** to cancel the operation.

Note

If you get an `Out of Memory` message while faxing and you do not want to delete your stored faxes to clear the memory, you can send the fax in real time. (See *Real time transmission* on page 28.)

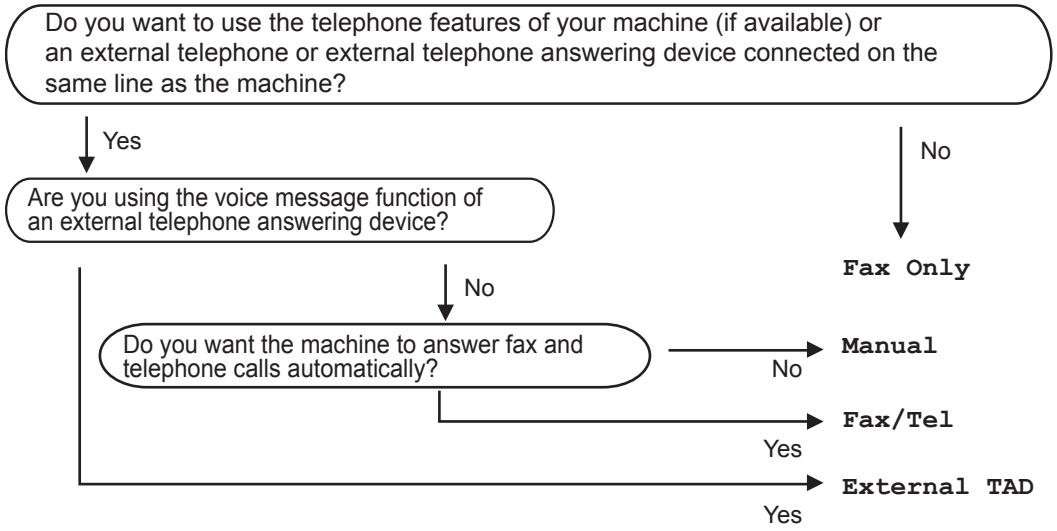
6 Receiving a Fax

Receive modes

You must choose a receive mode depending on the external devices and telephone services you have on your line.

Choosing the Receive Mode

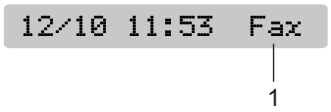
By default, your machine will automatically receive any faxes that are sent to it. The diagram below will help you choose the correct mode. For more detailed information on the receive modes see *Using receive modes* on page 31 and *Receive mode settings* on page 32.



To set a receive mode follow the instructions below.

1. Press **Menu**, **0**, **1**.
2. Press ▲ or ▼ to choose `Fax Only`, `Fax/Tel`, `External TAD` or `Manual`.
 Press **OK**.
3. Press **Stop/Exit**.

The LCD will display the current receive mode.



1 Current receive mode
`Fax`: Fax Only

Using receive modes

Some receive modes answer automatically (`Fax Only` and `Fax/Tel`). You may want to change the ring delay before using these modes see *Ring Delay* on page 32.

Fax only

Fax only mode will automatically answer every call. If the call is a fax your machine will receive it.

Fax/Tel

Fax/Tel mode helps you automatically manage incoming calls, by recognising whether they are fax or voice calls and dealing with them in one of the following ways:

- Faxes will be automatically received.
- Voice calls will start the F/T ring to tell you to pick up the line. The F/T ring is a fast double ring made by your machine.

Also see *F/T Ring Time (Fax/Tel mode only)* on page 32 and *Ring Delay* on page 32.

Manual

To receive a fax in manual mode lift the handset of an external telephone or press **Hook**. When you hear fax tones (short repeating beeps), press **Mono Start** or **Colour Start**. You can also use the Fax Detect feature to receive faxes by lifting a handset on the same line as the machine.

Also see *Fax Detect* on page 33.

External TAD

External TAD mode lets an external answering device manage your incoming calls. Incoming calls will be dealt with in one of the following ways:

- Faxes will be automatically received.
- Voice callers can record a message on the external TAD.

For more information see *Connecting an external TAD (telephone answering device)* on page 44.

Receive mode settings

Ring Delay

The Ring Delay sets the number of times the machine rings before it answers in `Fax Only` or `Fax/Tel` mode. If you have external or extension telephones on the same line as the machine, choose the maximum number of rings.

(See *Operation from extension telephones* on page 46 and *Fax Detect* on page 33.)

1. Press **Menu**, **2**, **1**, **1**.
2. Press ▲ or ▼ to choose how many times the line rings before the machine answers (`02-10` for Australia, `01-10` for New Zealand, `00-10` for some countries).
 Press **OK**.
 If you choose `00`, the line will not ring at all.
3. Press **Stop/Exit**.

F/T Ring Time (Fax/Tel mode only)

If you set the Receive Mode to `Fax/Tel`, you need to decide how long the machine will signal you with its special pseudo/double-ring when you have a voice call. If it's a fax call, the machine receives the fax.

This pseudo/double-ring happens after the initial ringing from the telephone company. Only the machine rings and no other telephones on the same line will ring with the special pseudo/double-ring. However, you can still answer the call on any telephone on the same line as the machine. (See *Operation from extension telephones* on page 46.)

1. Press **Menu**, **2**, **1**, **2**.
2. Press ▲ or ▼ to choose how long the machine will ring to alert you that you have a voice call (20, 30, 40 or 70 seconds for Australia and some countries, 20, 30, 40 or 55 seconds for New Zealand).
 Press **OK**.
3. Press **Stop/Exit**.

Note

Even if the caller hangs up during the pseudo/double-ringing, the machine will continue to ring for the set time.

Fax Detect

If Fax Detect is On:

The machine receives a fax call automatically, even if you answer the call. When you see Receiving on the LCD or when you hear 'chirps' through the handset you are using, just replace the handset. Your machine will do the rest.

If Fax Detect is Off:

If you are at the machine and answer a fax call by lifting the handset, press **Mono Start** or **Colour Start**, then press **2** to receive the fax.

If you answered at an extension telephone, press ✳ **5 1** (✳ **9 1** for New Zealand). (See *Operation from extension telephones* on page 46.)

Note

- If this feature is set to On, but your machine does not connect a fax call when you lift an extension or external telephone handset, press the Remote Activation Code ✳ **5 1** (✳ **9 1** for New Zealand). At the machine, press **Mono Start** or **Colour Start**.
- If you send faxes from a computer on the same telephone line and the machine intercepts them, set Fax Detect to Off.

1. Press **Menu**, **2**, **1**, **3**.
2. Press ▲ or ▼ to choose On (or Off). Press **OK**.
3. Press **Stop/Exit**.

Additional receiving operations

Printing a reduced incoming fax

If you choose On, the machine automatically reduces each page of an incoming fax to fit on one page of A4, Letter or Legal size paper.

The machine calculates the reduction ratio by using the page size of the fax and your Paper Size setting (**Menu**, **1**, **3**).

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **5**.
 5.Auto Reduction
3. Press ▲ or ▼ to choose On or Off. Press **OK**.
4. Press **Stop/Exit**.

Receiving faxes into memory

As soon as the paper tray becomes empty during fax reception, the screen will display `No Paper Fed`, asking you to put paper in the paper tray. (See *Loading paper and other media* on page 12.) If you are unable to put paper in the paper tray the following will happen:

If Memory Receive is On:

The machine will carry on receiving the fax, with the remaining pages being stored in memory, if enough memory is available. Further incoming faxes will also be stored into memory until the memory is full. When the memory is full the machine will stop automatically answering calls. To print the faxes, put fresh paper in the tray.

If Memory Receive is Off:

The machine will carry on receiving the fax, with the remaining pages being stored in memory, if enough memory is available. The machine will then stop automatically answering calls until fresh paper is put in the paper tray. To print the last fax you received, put fresh paper in the tray.

1. Make sure you are in Fax mode .
2. Press **Menu**, **2**, **1**, **6**.
3. Press ▲ or ▼ to choose `On` or `Off`. Press **OK**.
4. Press **Stop/Exit**.

7 Telephone and External devices

Voice Operations

Tone or pulse (Not available in New Zealand)

If you are using an external telephone and have a pulse dialling service, but need to send tone signals (for example, for telephone banking), follow the instructions below. If you have Touch Tone service, you will not need this feature to send tone signals.

1. Lift the handset of the external telephone.
2. Press **#** on the control panel of your machine. Any digits dialled after this will send tone signals.
 When you hang up, the machine will return to the pulse dialling service.

Fax/Tel mode

When the machine is in Fax/Tel mode, it will use the F/T Ring Time (pseudo/double-ringing) to alert you to pick up a voice call.

If you are at an external telephone, lift the handset of the external telephone, and then press **Hook** to answer.

If you are at an extension telephone, you'll need to lift the handset during the F/T Ring Time and then press **# 5 1** (**# 9 1** for New Zealand) between the pseudo/double-rings. If no one is on the line, or if someone wants to send you a fax, send the call back to the machine by pressing ✳ **5 1** (✳ **9 1** for New Zealand).

Fax/Tel mode in Power Save mode

When the machine is in Power Save mode you can receive faxes if the Power Save setting is `Fax Receive:On`. (See *Power Save setting* on page 17.)

Fax/Tel mode does not work in power save mode. The machine will not answer telephone or fax calls and will keep ringing. If you are at an external or extension telephone, lift the handset and talk. If you hear fax tones, hold the handset until Fax Detect activates your machine. If the other party says they want to send you a fax, activate the machine by pressing ✳ **5 1** (✳ **9 1** for New Zealand).

Telephone Service for Australia

Telstra® FaxStream® Duet® (Distinctive Ring)

Telstra® FaxStream® Duet® is an enhanced Public Switched Telephone Service (PSTS) offered by Telstra® that allows you to have an additional number on one phone line, with its own distinctive ring pattern. Telstra® FaxStream® Duet® is a call handling feature that helps users distinguish voice and facsimile calls. With FaxStream® Duet®, incoming calls to a fax number are announced by a different, distinctive ring signal. Only one call can be answered (or made) at any one time and while this call is in progress, incoming calls to either number will be presented with a busy tone.

Your machine has a Distinctive Ring function, allowing you to dedicate one phone number just for receiving faxes.

Note

After you have set the Distinctive Ring feature to `On`, the receive mode is set to `Manual` automatically. If you don't have a TAD or Voice Mail set up on the Distinctive Ring number, `Manual` mode means you must answer all the voice calls yourself. You can not change the receive mode from `Manual` mode while the Distinctive Ring is set to on.

What is the Advantage of using Telstra® FaxStream® Duet® Function?

Using Telstra® FaxStream® Duet® is the most efficient way to receive both fax and telephone calls on the same line. When the voice call comes in, all phones (extension and external) and the fax machine will ring to alert you to pick it up. If a fax call comes in, the fax machine will answer automatically without ringing, whereas the extension and external phones will ring twice with a distinctive ring pattern. It is also a more efficient way of operating a Fax machine with an extension phone as you do not have to use the remote activation codes. It gives you two independent numbers without the higher cost of a second line.

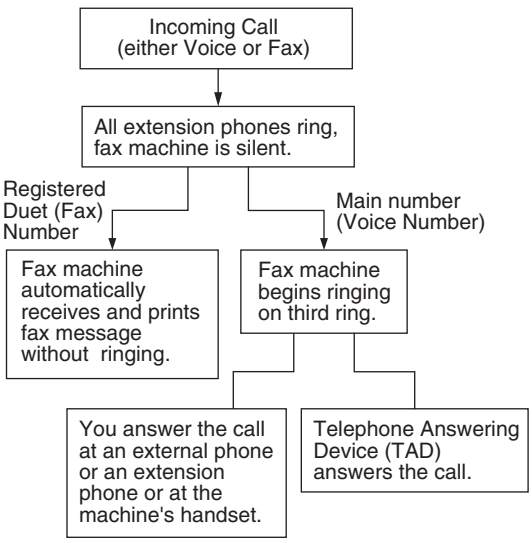
How does Telstra® FaxStream® Duet® Work?

Incoming calls to the voice number, will have the standard ring pattern of long, long tone, followed by a pause, repeated, while the new fax number will have a different ring pattern of three short bursts of ring, repeated at regular intervals.

When FaxStream® Duet® is `On` and you receive a voice call all extension and external phones will ring with a standard ring pattern. The fax machine will ring on the third ring with a standard ring pattern. All external and the extension phones will continue to ring, until you or a telephone answering device can answer the voice number.

When FaxStream® Duet® is `On` and you receive a fax call on the Duet® number the Fax machine will answer and automatically receive the fax message without ringing. On the other hand, all extension and external phones will ring twice with a distinctive ring pattern. Do not answer the phone as you are receiving a fax message.

Flowchart Sequence of Incoming call



Registering the Distinctive Ring pattern

Very Important!

After you have set the Distinctive Ring feature to on, the receive mode is set to `Manual` automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, `Manual` mode means you must answer all the calls yourself. You cannot change the receive mode to another mode while the Distinctive Ring is set to on.

1. Press **Menu**, **2**, **0**, **3**.

 `0.Miscellaneous`

 `3.Distinctive`

2. Press ▲ or ▼ to choose `On`.
 Press **OK**.

3. Press **Stop/Exit**.
 Distinctive Ring is now set to on.

Turning off Distinctive Ring

1. Press **Menu**, **2**, **0**, **3**.

 `0.Miscellaneous`

 `3.Distinctive`

2. Press ▲ or ▼ to choose `Off`.
 Press **OK**.

3. Press **Stop/Exit**.

Note

If you turn off Distinctive Ring, the machine will stay in `Manual` receive mode. You will need to set the Receive Mode again. (See *Choosing the Receive Mode* on page 30.)

Caller ID

Caller ID is a telephone service that allows the subscriber to see a display of the caller's phone number or name as the telephone rings. It is a fast way to screen your calls. You can respond quickly to calls you missed, because Caller IDs are received and stored in your machine memory.

Note

To get the Caller ID Service: apply for the Caller ID service at your local telephone company, if available.

Advantages of Caller ID

For Business

All businesses profit from a quicker response to customer calls. Businesses that provide mail order services, money-lending services or provide confidential information, can protect themselves from false orders or acceptance of false identification.

At Home

Residential customers can protect themselves from unwanted calls.

How Does the Caller ID Work?

The Caller ID Appears on the Display When Your Telephone Rings

As your telephone rings, the display shows you the caller's phone number or name if the name has stored in the One-Touch and Speed-Dial. Once you press **Hook** and answer the call, the caller's ID disappears. You will see up to the first 16 characters of the number on the display.

Note

- If `ID Unknown` appears on the display, it means that the call came from outside your caller ID service area or a public phone. [1]
- If `ID Withheld` appears on the display, it means the caller intentionally blocked the transmission of his/her ID. [1]

[1] Depends on network function.

The Caller ID is Stored in Your Machine Memory

The machine can store a maximum of the last 30 incoming caller IDs in the memory, along with the time and date of reception. The 31st call will cause the oldest ID to be erased.

The Caller ID information stored in the memory can be used for the following.

■ **Printing the Caller ID List.**

You can review calls you received by checking the Caller IDs in memory. This report will list the Date, Time, Phone Number (Caller ID) name, and type of Call (Comment) if available.

Viewing Caller ID List

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Display#`.
 Press **OK**.
 The Caller ID of the last call will appear on the display. If no ID is stored, the beeper will sound and `No Caller ID` will appear on the display.

3. Press ▲ or ▼ to scroll through the Caller ID memory to choose the Caller ID you want to view.
 Press **OK**.
 The LCD shows the caller's number, the date, and time of the call.

4. Do one of the following:
 - To return to the Caller ID listing, press ▲ or ▼.
 - To finish viewing, press **Stop/Exit**.

Printing Caller ID List

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Print Report`.
 Press **OK**.
 If no ID is stored, the beeper will sound and `No Caller ID` will appear on the LCD.

3. Press **Start**.

4. When the printing has finished, press **Stop/Exit**.

Telephone Service for New Zealand

FaxAbility

FaxAbility is a service offered by Telecom that allows you to have an additional number on one phone line, with its own distinctive ring pattern. This way, when you get an incoming call, you can identify the number being called by its ring.

How Will the Fax Machine Treat All Other Numbers?

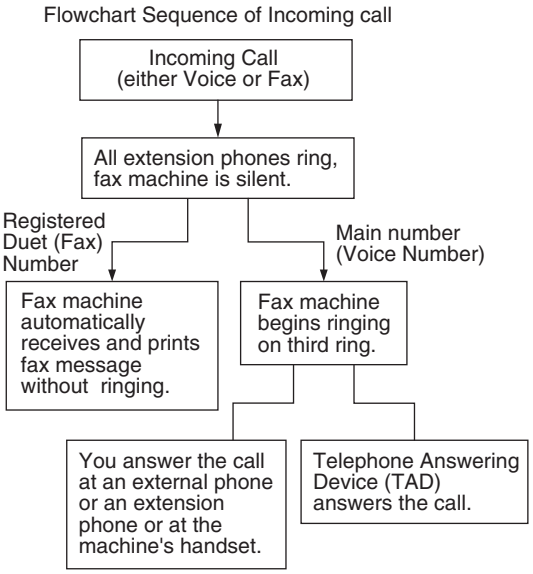
FaxAbility mode ensures that the machine will answer calls to the FaxAbility (secondary) number. When a call comes in to your main number, all the phones will ring. You can set an external answering device (TAD) to answer calls on the other number(s). (See the chart in the following page.)

What is the Advantage of Using the FaxAbility Function?

Using FaxAbility is the most efficient way to receive both fax and telephone calls on the same line. It is much easier for your callers who dial manually. The fax machine will answer with receiving tones so they will not have to press an activation code. And the people who call to talk on your main number will not have to talk to your fax machine. Basically, it gives you two independent numbers without the higher cost of a second line.

How Does FaxAbility Work?

Your telephone number will have the standard ring pattern of long, long tone, while the new number will have a ring pattern of long, silence, long, etc. When FaxAbility is On, you will not hear the first ring of all incoming calls on the fax machine. Extension phones will ring as usual. If the fax machine recognizes the ring pattern, all ringing will stop and the fax machine will answer and automatically receive the fax message. Otherwise, you will hear the extension phones and the fax machine continue to ring. The fax machine always listens to the ring pattern before it answers, so do not pick up the phone during that time. You will quickly learn to recognize the ring pattern for faxes, so you will not be tempted to answer that number. Either you or a telephone answering device can answer the main number(s).



Note

After you have set the FaxAbility feature to `On`, the receive mode is set to `Manual` automatically. Unless you have a TAD or Voice Mail set up on the FaxAbility number, Manual mode means you must answer all the call yourself. You can not change the receive mode to the other mode while the FaxAbility is set to on.

How to Turn FaxAbility OFF or ON

The FaxAbility function is designed to accommodate the FaxAbility service provided by Telecom. To change the setting, repeat steps ❶-❸; Step ❷ is where you can choose either `On` or `Off`.

Call Waiting beeps caused by incoming calls on your main number can affect fax transmissions. If you have FaxAbility Service but don't have Call Waiting, you need do nothing at this stage. If you do have Call Waiting as well as FaxAbility, set the Call Waiting menu option to `On`. See below.

1. Press **Menu**, **2**, **0**, **3**.

 `0.Miscellaneous`

 `3.Faxability`

2. Press ▲ or ▼ to set FaxAbility to `On` (or `Off`).
 If you have FaxAbility service, choose `On`.
 Press **OK**.

3. Press ▲ or ▼ to set Call Waiting to `On` (or `Off`).
 If you have Call Waiting service, choose `On` to avoid the trouble caused by Call Waiting.
 Press **OK**.

4. Press **Stop/Exit**.

Caller ID

Caller ID is a telephone service that allows the subscriber to see a display of the caller's phone number and name if available as the telephone rings. It is a fast way to screen your calls. You can respond quickly to calls you missed, because Caller IDs are received and stored in your machine memory.

Note

To get the Caller ID Service, apply for the Caller ID service at your local telephone company, if available.

Advantages of Caller ID

For Business

All businesses profit from a quicker response to customer calls. Businesses that provide mail order services, money-lending services or provide confidential information, can protect themselves from false orders or acceptance of false identification.

At Home

Residential customers can protect themselves from unwanted calls.

How Does the Caller ID Work?

The Caller ID Appears on the Display When Your Telephone Rings

As your telephone rings, the display shows you the caller's phone number or name if available. Once you press **Hook** and answer the call, the caller's ID disappears. You will see up to the first 16 characters of the number and name if available on the display.

Note

- If `ID Unknown` appears on the display, it means that the call came from outside your caller ID service area. [1]
- If `ID Withheld` appears on the display, it means the caller intentionally blocked the transmission of his/her ID. [1]

[1] Depends on network function.

Viewing Caller ID List

Your machine stores information for the last thirty calls in the Caller ID list. You can view or print this list. When the thirty-first call comes in to the machine, it replaces information about the first call.

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Display#`.
 Press **OK**.
 The Caller ID of the last call will appear on the display. If no ID is stored, the beeper will sound and `No Caller ID` will appear on the display.
3. Press ▲ or ▼ to scroll through the Caller ID memory to choose the Caller ID you want to view.
 Press **OK**.
 The LCD shows the caller's number, the date, and time of the call.
4. Do one of the following:
 - To return to the Caller ID listing, press ▲ or ▼.
 - To finish viewing, press **Stop/Exit**.

Printing Caller ID List

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Print Report`.
 Press **OK**.
 If no ID is stored, the beeper will sound and `No Caller ID` will appear on the LCD.
3. Press **Start**.
4. When the printing has finished, press **Stop/Exit**.

Note

If you use the Caller ID for Dial back;

- Please be sure that you use appropriate dialling procedures for local and national call.
- Please be sure that you make sure of the details of the exact number to be called back, and the need to insert prefix(es) for manual dialling.
- Please understand that your machine may not display precisely the digits to be called.

Telephone Service for Some Countries

Distinctive Ring (For Singapore and Hong Kong)

This machine feature lets you use the Distinctive Ring subscriber service offered by some telephone companies, which allows you to have several telephone numbers on one phone line. Each phone number has its own Distinctive Ring pattern, so you will know which phone number is ringing. This is one way you can have a separate phone number for your machine.

Your machine has a Distinctive Ring function, allowing you to dedicate one phone number just for receiving faxes. You will need to set Distinctive Ring to `On`.

Note

You can switch it off temporarily, then turn it back on. When you get a new fax number, make sure you reset this function.

- The machine will answer only calls to the Distinctive Ring number.

Note

After you have set the Distinctive Ring feature to `On`, the receive mode is set to `Manual` automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, `Manual` mode means you must answer all the call yourself. You can not change the receive mode to the other mode while the Distinctive Ring is set to on.

Registering the Distinctive Ring pattern

Very Important!

After you have set the Distinctive Ring feature to on, the receive mode is set to `Manual` automatically. Unless you have a TAD or Voice Mail set up on the Distinctive Ring number, `Manual` mode means you must answer all the calls yourself. You cannot change the receive mode to another mode while the Distinctive Ring is set to on.

1. Press **Menu**, **2**, **0**, **3**.

 `0.Miscellaneous`

 `3.Distinctive`

2. Press ▲ or ▼ to choose `On`.
 Press **OK**.

3. Press **Stop/Exit**.
 Distinctive Ring is now set to on.

Turning off Distinctive Ring

1. Press **Menu**, **2**, **0**, **3**.

 `0.Miscellaneous`

 `3.Distinctive`

2. Press ▲ or ▼ to choose `Off`.
 Press **OK**.

3. Press **Stop/Exit**.

Note

If you turn off Distinctive Ring, the machine will stay in `Manual` receive mode. You will need to set the Receive Mode again. (See *Choosing the Receive Mode* on page 30.)

Caller ID (For Singapore and Hong Kong)

The Caller ID feature of this machine lets you use the Caller ID subscriber service offered by many local phone companies. Call your telephone company for details. This service provides you, by means of the screen display, the telephone number (or name) of your caller as the line rings. (See *Printing Caller ID List* on page 43.)

After a few rings, the screen displays the telephone number of your caller (or name, if available). Once you press **Hook** and answer the call, the Caller ID information disappears from the screen, but the call information remains stored in the Caller ID memory.

- You will see the first 16 characters of the number or name.
- `ID Unknown` display means call originates outside your Caller ID service area.
- `ID Withheld` display means the caller has intentionally blocked transmission of information.

Note

You can print a list of Caller ID information received by your machine.

Caller ID service varies with different carriers. Call your local phone company to determine the kind of service available in your area.

Viewing Caller ID List

Your machine stores information for the last thirty calls in the Caller ID list. You can view or print this list. When the thirty-first call comes in to the machine, it replaces information about the first call.

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Display#`.
 Press **OK**.
 The Caller ID of the last call will appear on the display. If no ID is stored, the beeper will sound and `No Caller ID` will appear on the display.

3. Press ▲ or ▼ to scroll through the Caller ID memory to choose the Caller ID you want to view.
 Press **OK**.
 The LCD shows the caller's number, the date, and time of the call.

4. Do one of the following:
 - To return to the Caller ID listing, press ▲ or ▼.
 - To finish viewing, press **Stop/Exit**.

Printing Caller ID List

1. Press **Menu**, **2**, **0**, **4**.

 `0.Miscellaneous`

 `4.Caller ID`

2. Press ▲ or ▼ to choose `Print Report`.
 Press **OK**.
 If no ID is stored, the beeper will sound and `No Caller ID` will appear on the LCD.

3. Press **Start**.

4. When the printing has finished, press **Stop/Exit**.

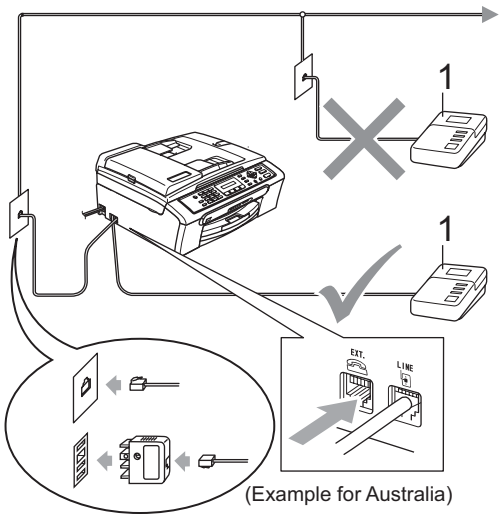
Connecting an external TAD (telephone answering device)

You may choose to connect an external answering device. However, when you have an **external** TAD on the same telephone line as the machine, the TAD answers all calls and the machine 'listens' for fax calling (CNG) tones. If it hears them, the machine takes over the call and receives the fax. If it does not hear CNG tones, the machine lets the TAD continue playing your outgoing message so your caller can leave you a voice message.

The TAD must answer within two rings (the recommended setting is two rings). The machine cannot hear CNG tones until the TAD has answered the call, and with four rings there are only 8 to 10 seconds of CNG tones left for the fax 'handshake'. Make sure you carefully follow the instructions in this guide for recording your outgoing message. We do not recommend using the toll saver feature on your external answering machine if it exceeds five rings.

Note

If you do not receive all your faxes, cut the Ring Delay setting on your external TAD.



(Example for Australia)

1 TAD

When the TAD answers a call, the LCD shows `Telephone`.

Improper Setup

DO NOT connect a TAD elsewhere on the same telephone line.

Connections

The external TAD must be connected as shown in the previous illustration.

1. Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
2. Record the outgoing message on your external TAD.
3. Set the TAD to answer calls.
4. Set the Receive Mode to `External TAD`. (See *Choosing the Receive Mode* on page 30.)

Recording an outgoing message (OGM) on an external TAD

Timing is important in recording this message. The message sets up the ways to handle both manual and automatic fax reception.

1. Record 5 seconds of silence at the beginning of your message. (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.)
2. Limit your speaking to 20 seconds.

Note

We recommend beginning your OGM with an initial 5-second silence because the machine cannot hear fax tones over a resonant or loud voice. You may try omitting this pause, but if your machine has trouble receiving, then you must re-record the OGM to include it.

Multi-Line connections (PABX)

Most offices use a central telephone system.

Brother recommends that all our machines be connected to a discreet (dedicated) line. Although a particular PABX may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly.

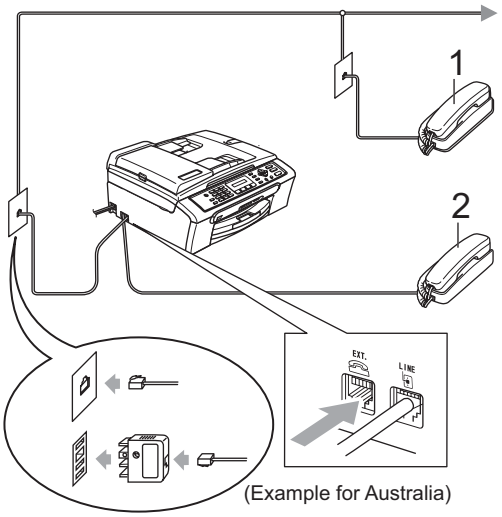
While it is often relatively simple to connect a fax machine to a PABX, (Private Automatic Branch Exchange), we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you.

Brother does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

External and extension telephones

Connecting an external or extension telephone

You can connect a separate telephone as shown in the diagram below.



(Example for Australia)

1 Extension telephone

2 External telephone

When you are using an external telephone, the LCD shows `Telephone`.

Operation from extension telephones

If you answer a fax call on an extension or an external telephone plugged into the correct socket on the machine, you can make your machine take the call by using the Remote Activation Code. When you press the Remote Activation Code ✳ **5 1** (✳ **9 1** for New Zealand), the machine starts to receive the fax.

If the machine answers a voice call and pseudo/double-rings for you to take over, use the Remote Deactivation Code **# 5 1** (**# 9 1** for New Zealand) to take the call at an extension telephone. (See *F/T Ring Time (Fax/Tel mode only)* on page 32.)

If you answer a call and no one is on the line:

You should assume that you're receiving a manual fax.

Press ✳ **5 1** (✳ **9 1** for New Zealand) and wait for the chirp or until the LCD shows `Receiving`, and then hang up.

Note

You can also use the Fax Detect feature to make your machine automatically take the call. (See *Fax Detect* on page 33)

Using remote codes

Remote Activation Code

If you answer a fax call on an extension or external telephone, you can tell your machine to receive it by dialling the Remote Activation Code ✳ **5 1** (✳ **9 1** for New Zealand). Wait for the chirping sounds then replace the handset. See *Fax Detect* on page 33. Your caller will have to press **Start** to send the fax.

Remote Deactivation Code

If you receive a voice call and the machine is in F/T mode, it will start to sound the F/T (double) ring after the initial ring delay. If you pick up the call on an extension telephone you can turn the F/T ring off by pressing **# 5 1** (**# 9 1** for New Zealand) (make sure you press this *between* the rings).

Changing the remote codes

If you want to use Remote Activation, you have to turn on the remote codes. The preset Remote Activation Code is ✳ **5 1** (✳ **9 1** for New Zealand). The preset Remote Deactivation Code is **# 5 1** (**# 9 1** for New Zealand). If you want to, you can replace them with your own codes.

1. Press **Menu**, **2**, **1**, **4**.

 `1.Setup Receive`

 `4.Remote Codes`

2. Press ▲ or ▼ to choose `On` (or `Off`).
 Press **OK**.
3. Enter the new Remote Activation Code.
 Press **OK**.
4. Enter the new Remote Deactivation Code.
 Press **OK**.
5. Press **Stop/Exit**.

Note

- If you are always disconnected when accessing your external TAD remotely, try changing the Remote Activation Code and Remote Deactivation Code to another three-digit code using the numbers **0**-**9**, ✳, **#**.
- Remote Codes might not work with some telephone systems.

8 Dialling and storing numbers

How to Dial

Manual dialling

Press all of the digits of the fax number.



Speed Dialling

1. Press **Speed Dial**.



2. Press **OK** and the **#** (hash) key, and then the two digit Speed Dial number.

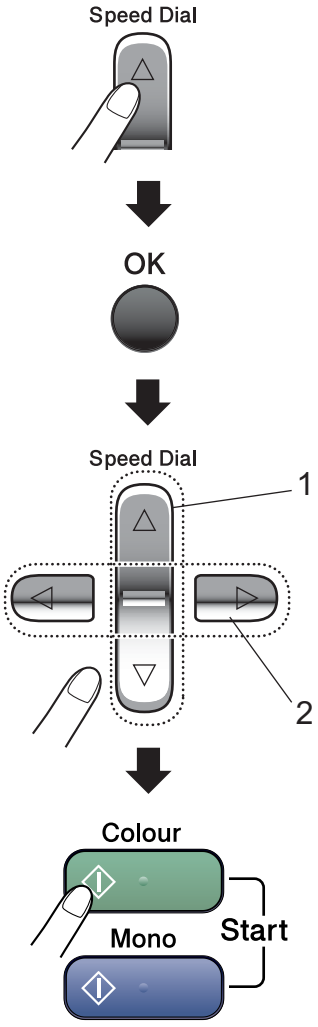
Note

If the LCD shows `Not Registered` when you enter a Speed Dial number, a number has not been stored at this location.

Search

You can search for names you have stored in the Speed-Dial memories.

Press **Speed Dial**. Press **OK** and the navigation keys to search numerically, or use the dial pad to search alphabetically.



1 To search numerically.

2 To search alphabetically, you can use the dial pad to enter the first letter of the name you are looking for.

Fax Redial

If you are sending a fax manually and the line is busy, press **Redial/Pause**, and then press **Mono Start** or **Colour Start** to try again. If you want to make a second call to the last number dialled, you can save time by pressing **Redial/Pause** and **Mono Start** or **Colour Start**.

Redial/Pause only works if you dialled from the control panel.

If you are sending a fax automatically and the line is busy, the machine will automatically redial up to three times at five minute intervals.

Note

In Real Time Transmission the automatic redial feature does not work when using the scanner glass.

Storing numbers

You can set up your machine to do the following types of easy dialling: Speed Dial and Groups for broadcasting faxes. When you dial a Quick Dial number, the LCD shows the name, if you stored it, or the number.

Note

If you lose electrical power, the Quick Dial numbers that are in the memory will not be lost.

Storing a pause

Press **Redial/Pause** to put a 3.5-second pause between numbers. If you are dialling overseas, you can press **Redial/Pause** as many times as needed to increase the length of the pause.

Storing Speed Dial numbers

You can store up to 40 2-digit Speed Dial locations with a name. When you dial you will only have to press a few keys (For example: **Speed Dial**, **OK**, **#**, the two-digit number, and **Mono Start** or **Colour Start**).

1. Press **Speed Dial** and ▲ or ▼ to choose `Set Speed Dial`.
 Press **OK**.
2. Use the dial pad to enter a 2-digit Speed Dial location number (01-40).
 Press **OK**.
3. Enter the fax or telephone number (up to 20 digits).
 Press **OK**.
4. Do one of the following:
 - Enter the name (up to 16 characters) using the dial pad.
 Press **OK**. (To help you enter letters, see *Entering Text* on page 123.)
 - To store the number without a name, press **OK**.
5. Do one of the following:
 - To store another Speed Dial number, go to step ❷.
 - To finish the setting, press **Stop/Exit**.

Changing Speed Dial numbers

If you try to store a Speed Dial number where a number has already been stored, the LCD will show the name or number that has been stored there, and will ask you to do one of the following:

- Press **1** to change the stored number.

```
#05:MIKE
1.Change  2.Exit
```

- Press **2** to exit without making a change.

If you chose **1**, you will be able to change the stored number and name, or enter a new one. Follow the instructions below:

1. Enter a new number. Press **OK**.
2. Enter a new name. Press **OK**.

- To change a character, use ◄ or ► to position the cursor under the character you want to change, then press **Clear/Back**. Re-enter the character.
- To finish the setting, press **Stop/Exit**.

Setting up groups for broadcasting

If you regularly want to send the same fax message to many fax numbers you can set up a Group. Groups are stored on a Speed Dial number. Each group uses up a Speed Dial location. You can then send the fax message to all the numbers stored in a group just by entering a Speed Dial number, and then pressing **Mono Start**.

Before you can add numbers to a Group, you need to store them as Speed Dial numbers. You can have up to six small Groups, or you can assign up to 39 numbers to one large Group.

1. Press **Speed Dial** and ▲ or ▼ to choose `Setup Groups`.
 Press **OK**.
2. Use the dial pad to enter the two-digit Speed Dial number where you want to store the Group.
 Press **OK**.
3. Use the dial pad to enter a Group number (1 to 6).
 Press **OK**.

   ```
   Setup Group:G0_
   ```
4. To add Speed Dial numbers follow the instructions below:
 For example, for Speed Dial numbers 05 and 09. Press **Speed Dial**, **05**, **Speed Dial**, **09**.
 The LCD shows: `#05#09`.

   ```
   G01:#05#09
   ```
5. Press **OK** when you have finished adding numbers.
6. Use the dial pad to enter a name for the Group.
 Press **OK**.

Note

You can easily print a list of all your Speed Dial numbers. Numbers that are part of a group will be marked in the GROUP column. (See *How to print a report* on page 52.)

Combining Quick Dial numbers

You can combine more than one Quick Dial number when you dial. This feature may be useful if you need to dial an access code for a cheaper rate long distance carrier.

For example, you might have stored ‘555’ on Speed Dial #03 and ‘7000’ on Speed Dial #02. You can use them both to dial ‘555-7000’ if you press the following keys:

Speed Dial, OK, **#03**, **Speed Dial**, **#02**, and **Start**.

Numbers can be added manually by entering them on the dial pad:

Speed Dial, OK, **#03**, **7**, **0**, **0**, **1** (on the dial pad), and **Start**.

This would dial ‘555-7001’. You can also add a pause by pressing the **Redial/Pause** key.

9 Printing Reports

Fax reports

You need to set up the Transmission Verification Report and Journal Period using the **Menu** key.

Transmission Verification Report

You can use the Transmission Report as proof that you sent a fax. This report lists the time and date of transmission and whether the transmission was successful (OK). If you choose `On` or `On+Image`, the report will print for every fax you send.

If you send a lot of faxes to the same place, you may need more than the job numbers to know which faxes you must send again. Choosing `On+Image` or `Off+Image` will print a section of the fax's first page on the report to help you remember.

When the Verification Report is turned `Off` or `Off+Image`, the Report will only print if there is a transmission error, with ERROR in the RESULT column.

1. Press **Menu**, **2**, **3**, **1**.
2. Press ▲ or ▼ to choose `Off+Image`, `On`, `On+Image` or `Off`.
 Press **OK**.
3. Press **Stop/Exit**.

Fax Journal (activity report)

You can set the machine to print a journal at specific intervals (every 50 faxes, 6, 12 or 24 hours, 2 or 7 days). If you set the interval to `Off`, you can still print the report *Reports* on page 52. The default setting is `Every 50 Faxes`.

1. Press **Menu**, **2**, **3**, **2**.
2. Press ▲ or ▼ to choose an interval.
 Press **OK**.
 (If you choose 7 days, the LCD will ask you to choose the first day for the 7-day countdown.)
 - 6, 12, 24 hours, 2 or 7 days

 The machine will print the report at the chosen time and then erase all jobs from its memory. If the machine's memory becomes full with 200 jobs before the time you chose has passed, the machine will print the Journal early and then erase all jobs from the memory. If you want an extra report before it is due to print, you can print it without erasing the jobs from the memory.
 - Every 50 Faxes

 The machine will print the Journal when the machine has stored 50 jobs.
3. Enter the time to start printing in 24-hour format.
 Press **OK**.
 (For example: enter 19:45 for 7:45 PM.)
4. Press **Stop/Exit**.

Reports

The following reports are available:

`1.XMIT Verify`

Prints a Transmission Verification Report for your last transmission.

`2.Help List`

A help list about how to quickly program your machine.

`3.Quick Dial`

Lists names and numbers stored in the Speed Dial memory, in numerical order.

`4.Fax Journal`

Lists information about the last incoming and outgoing faxes.
(TX: Transmit.) (RX: Receive.)

`5.User Settings`

Lists your settings.

How to print a report

1. Press **Menu**, **5**.
2. Do one of the following:
 - Press ▲ or ▼ to choose the report you want. Press **OK**.
 - Enter the number of the report you want to print. For example, press **2** to print the help list.
3. Press **Mono Start**.
4. Press **Stop/Exit**.

Section III



Copy

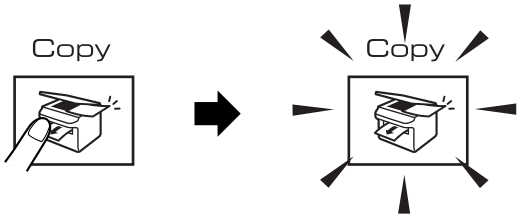
Making copies 54

10 Making copies

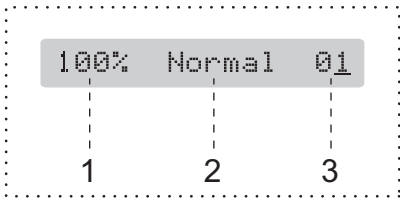
How to copy

Entering Copy mode

Press (**Copy**) to enter Copy mode. The default setting is Fax. You can change the number of seconds or minutes that the machine stays in Copy mode. (*Mode Timer* on page 18.)



The LCD shows the default copy setting:



1 **Copy Ratio**

2 **Quality**

3 **No of Copies**

Making a single copy

1. Make sure you are in Copy mode .
2. Load your document.
 (See *Loading documents* on page 6.)
3. Press **Mono Start** for Monochrome copy or **Colour Start** for Colour copy.

Making multiple copies

You can make up to 99 copies.

1. Make sure you are in Copy mode .
2. Load your document.
 (See *Loading documents* on page 6.)
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Mono Start** or **Colour Start**.

Note

(MFC-260C only)

To sort your copies, press the **Copy Options** key. (See *Sorting copies using the ADF (Monochrome only) (MFC-260C only)* on page 58.)

Stop copying

To stop copying, press **Stop/Exit**.

Copy options

When you want to quickly change the copy settings *temporarily* for the next copy, use the **Copy Options** key.

Copy Options



The machine returns to its default settings 1 minute after it finishes copying, or if the mode timer returns the machine to Fax mode. For more information see *Mode Timer* on page 18.

Press	Menu selection	Options	Page
Press Copy Options 	Quality	Normal Fast Best	56
	Enlarge/ Reduce	50%/69%/78%/ 83%/93%/97%/ 100%/104%/ 142%/186%/ 198%/200%/ Custom(25-400%)	56
	Paper Type	Plain Paper Inkjet Paper Brother Photo Other Photo Transparency	60
	Paper Size	Letter Legal A4 A5 10(W) x 15(H)cm	60
	Brightness	- □□■□□ +	59
	Stack/Sort	Stack Sort	58
	Page Layout	Off(1 in 1) 2 in 1 (P) 2 in 1 (L) 4 in 1 (P) 4 in 1 (L) Poster(3 x 3)	57
	No. of Copies	No. of Copies: 01 (01 - 99)	

Note

You can save the copy settings you use most often by setting them as default. You can find instructions on how to do this in the section for each feature.

Changing copy speed and quality

You can choose from a range of quality settings. The default setting is Normal.

To *temporarily* change the quality setting, follow the instruction below:

Press Copy Options 	Normal	Normal is the recommended mode for ordinary print outs. This produces good copy quality with good copy speed.
	Fast	Fast copy speed and lowest ink consumption. Use to save time printing documents to be proof-read, large documents or many copies.
	Best	Use best mode to copy precise images such as photographs. This provides the highest resolution and the slowest speed.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Copy Options** and ▲ or ▼ to choose Quality.
 Press **OK**.
5. Press ▲ or ▼ to choose Normal, Best or Fast quality. Press **OK**.
6. Press **Mono Start** or **Colour Start**.

To change the default setting, follow the instruction below:

1. Press **Menu**, **3**, **1**.

 1.Quality

2. Press ▲ or ▼ to choose Normal, Best or Fast quality. Press **OK**.
3. Press **Stop/Exit**.

Enlarging or reducing the image copied

You can choose the following enlargement or reduction ratios:

Custom(25-400%) allows you to enter a ratio from 25% to 400%.

Auto sets the machine to calculate the reduction ratio that best fits the size of paper.

Press Copy Options  and then ▲ or ▼ to choose Enlarge/Reduce.	Custom(25-400%)
	200%
	198% 10x15cm→A4
	186%10x15cm→LTR
	142% A5→A4
	104% EXE→LTR
	100%
	97% LTR→A4
	93% A4→LTR
	83% LGL→A4
	78% LGL→LTR
	69% A4→A5
	50%

To enlarge or reduce the next copy follow the instruction below:

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).

4 Press **Copy Options** and ▲ or ▼ to choose `Enlarge/Reduce`.
Press **OK**.

5 Do one of the following:

- Press ▲ or ▼ to choose the enlargement or reduction ratio you want. Press **OK**.
- Press ▲ or ▼ to choose `Custom(25-400%)`. Press **OK**. Use the dial pad to enter an enlargement or reduction ratio from `25%` to `400%`. (For example, press **5 3** to enter `53%`.) Press **OK**.

6 Press **Mono Start** or **Colour Start**.

Note

Page Layout Options are *not* available with `Enlarge/Reduce`.

Making N in 1 copies or a poster

The N in 1 copy feature can help you save paper by letting you copy two or four pages onto one printed page.

You can also produce a poster. When you use the poster feature your machine divides your document into sections, then enlarges the sections so you can assemble them into a poster. If you want to print a poster, use the scanner glass.

Important

- Please make sure paper size is set to `Letter`, `Legal` or `A4`.
- You cannot use the Enlarge/Reduce setting with the N in 1 and Poster features.
- N in 1 colour copies are not available.
- (`P`) means Portrait and (`L`) means Landscape.
- You can only make one poster copy at a time.

1 Make sure you are in Copy mode .

2 Load your document.

3 Use the dial pad to enter the number of copies (up to 99).

4 Press **Copy Options** and ▲ or ▼ to choose `Page Layout`.
Press **OK**.

5 Press ▲ or ▼ to choose `Off(1 in 1)`, `2 in 1 (P)`, `2 in 1 (L)`, `4 in 1 (P)`, `4 in 1 (L)` or `Poster(3 x 3)`.
Press **OK**.

6 Press **Mono Start** to scan the document. You can also press **Colour Start** if you are using Poster layout.
If you are making a poster or placed the document in the ADF, the machine scans the pages and starts printing.
If you are using the scanner glass, go to ❼.

7 After the machine scans the page, press **1** to scan the next page.

```
Next Page?
1.Yes 2.No
```

8 Put the next document on the scanner glass. Press **OK**.
Repeat ❼ and ❽ for each page of the layout.

```
Set Next Page
Then Press OK
```

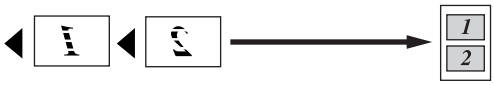
9 After all the pages have been scanned, press **2** to finish.

Place your document face down in the direction shown below:

■ **2 in 1 (P)**



■ **2 in 1 (L)**



■ **4 in 1 (P)**

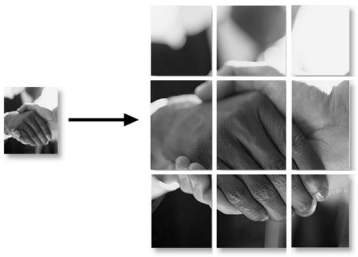


■ **4 in 1 (L)**



■ **Poster (3x3)**

You can make a poster size copy of a photograph.



Sorting copies using the ADF (Monochrome only) (MFC-260C only)

You can sort multiple copies. Pages will be sorted in the order 1 2 3, 1 2 3, 1 2 3, and so on.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Copy Options** and ▲ or ▼ to choose `Stack/Sort`.
 Press **OK**.
5. Press ▲ or ▼ to choose `Sort`.
 Press **OK**.
6. Press **Mono Start**.

Note

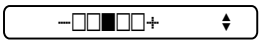
Page Layout Options are *not* available with `Stack/Sort`.

Adjusting Brightness, Contrast and Colour

Brightness

To temporarily change the brightness setting, follow the instructions below:

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Copy Options** and ▲ or ▼ to choose `Brightness`.
 Press **OK**.

 
5. Press ▲ or ▼ to make a lighter or darker copy. Press **OK**.
6. Press **Mono Start** or **Colour Start**.

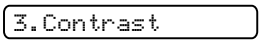
To change the default setting follow the instructions below:

1. Press **Menu**, **3**, **2**.
2. Press ▲ or ▼ to make a lighter or darker copy. Press **OK**.
3. Press **Stop/Exit**.

Contrast

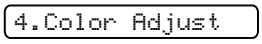
Adjust the contrast to help an image look sharper and more vivid.

1. Press **Menu**, **3**, **3**.

 
2. Press ▲ or ▼ to change the contrast.
 Press **OK**.
3. Press **Stop/Exit**.

Colour saturation

1. Press **Menu**, **3**, **4**.

 
2. Press ▲ or ▼ to choose `1.Red`, `2.Green` or `3.Blue`. Press **OK**.
3. Press ▲ or ▼ to change the colour saturation. Press **OK**.
4. Do one of the followings:
 - Return to ❷ to choose the next colour.
 - Press **Stop/Exit**.

Paper options

Paper type

If you are copying on special paper, set the machine for the type of paper you are using to get the best print quality.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Copy Options** and ▲ or ▼ to choose `Paper Type`.
 Press **OK**.
5. Press ▲ or ▼ to choose the type of paper you are using (`Plain Paper`, `Inkjet Paper`, `Brother Photo`, `Other Photo` or `Transparency`).
 Press **OK**.
6. Press **Mono Start** or **Colour Start**.

Note

To change the default paper type setting see *Paper Type* on page 18.

Paper size

If copying on paper other than A4 size, you will need to change the paper size setting. You can copy on Letter, Legal, A4, A5 or Photo [10cm (W) × 15cm (H)] paper.

1. Make sure you are in Copy mode .
2. Load your document.
3. Use the dial pad to enter the number of copies (up to 99).
4. Press **Copy Options** and ▲ or ▼ to choose `Paper Size`.
 Press **OK**.
5. Press ▲ or ▼ to choose the size of paper you are using `Letter`, `Legal`, `A4`, `A5` or `10(W) x 15(H)cm`.
 Press **OK**.
6. Press **Mono Start** or **Colour Start**.

Note

To change the default paper size setting see *Paper Size* on page 18.

Section IV



Direct Photo Printing

Printing photos from a memory card or USB Flash memory drive 62

Printing photos from a camera 70

11 Printing photos from a memory card or USB Flash memory drive

Note

The MFC-235C only supports a USB Flash memory drive.

PhotoCapture Center™ Operations

Printing from a memory card or USB Flash memory drive without a PC

Even if your machine is not connected to your computer, you can print photos directly from digital camera media or USB Flash Memory drive. (See *How to print from a memory card or USB Flash memory drive* on page 65.)

Using PhotoCapture Center™ from your computer

You can access a memory card or USB Flash memory drive that is inserted in front of the machine from your PC.

(See *PhotoCapture Center*™ for Windows® or *Remote Setup* & *PhotoCapture Center*™ for Macintosh® in the Software User's Guide on the CD-ROM.)

Using a memory card or USB Flash memory drive

Your Brother machine has media drives (slots) for use with popular digital camera media: CompactFlash®, Memory Stick®, Memory Stick Pro™, SecureDigital™, MultiMediaCard™, xD-Picture Card™ and a USB Flash memory drive.



CompactFlash®



Memory Stick®

Memory Stick Pro™

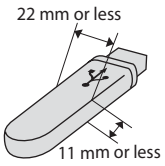


SecureDigital™

MultiMediaCard™



xD-Picture Card™



USB Flash memory drive

- miniSD™ can be used with a miniSD™ adapter.
- Memory Stick Duo™ can be used with a Memory Stick Duo™ adapter.
- Memory Stick Pro Duo™ can be used with a Memory Stick Pro Duo™ adapter.
- Adapters are not included with the machine. Contact a third party supplier for adapters.

The PhotoCapture Center™ feature lets you print digital photos from your digital camera at high resolution to get photo quality printing.

Memory cards or a USB Flash memory drive folder structure

Your machine is designed to be compatible with modern digital camera image files and memory cards; however, please read the points below to avoid errors:

- The image file extension must be .JPG (Other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- PhotoCapture Center™ printing must be performed separately from PhotoCapture Center™ operations using the PC. (Simultaneous operation is not available.)
- IBM Microdrive™ is not compatible with the machine.
- The machine can read up to 999 files on a memory card or USB Flash memory drive.
- CompactFlash® Type II is not supported.
- This product supports xD-Picture Card™ Type M / Type H.
- The DPOF file on the memory cards must be in a valid DPOF format. (See *DPOF printing* on page 67.)

Please be aware of the following:

- When printing the INDEX or IMAGE, the PhotoCapture Center™ will print all the valid images, even if one or more images have been corrupted. The corrupted image will not be printed.
- (memory card users)

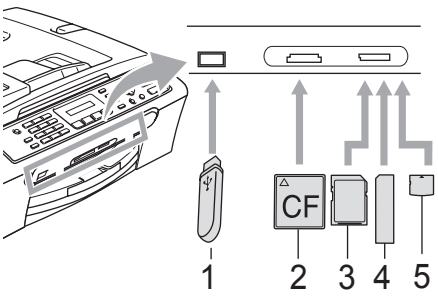
 Your machine is designed to read memory cards that have been formatted by a digital camera.

 When a digital camera formats a memory card it creates a special folder into which it copies image data. If you need to modify the image data stored on a memory card with your PC, we recommend that you do not modify the folder structure created by the digital camera. When saving new or modified image files to the memory card we also recommend you use the same folder your digital camera uses. If the data is not saved to the same folder, the machine may not be able to read the file or print the image.
- (USB Flash memory drive users)

 This machine supports USB Flash memory drives that have been formatted by Windows®.

Getting started

Firmly put a memory card or USB Flash memory drive into the correct slot.



1 **USB Flash memory drive**

2 **CompactFlash®**

3 **SecureDigital™, MultiMediaCard™**

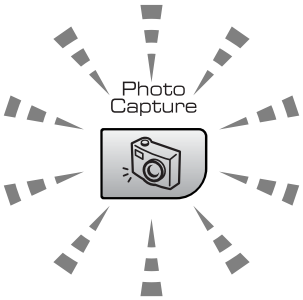
4 **Memory Stick®, Memory Stick Pro™**

5 **xD-Picture Card™**

CAUTION

The USB direct interface supports only a USB Flash memory drive, a PictBridge compatible camera, or a digital camera that uses the USB mass storage standard. Any other USB devices are not supported.

The **PhotoCapture** key indications



- **PhotoCapture** light is on, the memory card or USB Flash memory drive is properly inserted.
- **PhotoCapture** light is off, the memory card or USB Flash memory drive is not properly inserted.
- **PhotoCapture** light is blinking, the memory card or USB Flash memory drive is being read or written to.

CAUTION

DO NOT unplug the power cord or remove the memory card or USB Flash memory drive from the media drive (slot) or USB direct interface while the machine is reading or writing to the memory card or USB Flash memory drive (the **PhotoCapture** key is blinking). **You will lose your data or damage the card.**

The machine can only read one device at a time so do not put more than one device in the slot.

How to print from a memory card or USB Flash memory drive

Before printing a photo you must first print a thumbnail index to choose the number of the photo you want to print. Follow the instructions below to start printing directly from your memory card or USB Flash memory drive:

1. Make sure you have put the memory card or USB Flash memory drive in the correct slot. The LCD will show the following message:

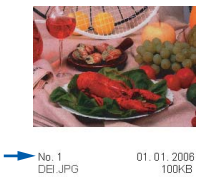
 `C.Flash Active`

 `Press PhotoCa...`

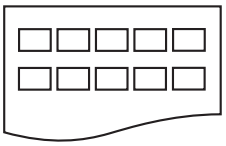
2. Press **PhotoCapture**. For DPOF printing, see *DPOF printing* on page 67.
3. Press ▲ or ▼ to choose `Print Index`. Press **OK**.
4. Press **Colour Start** to start printing the index sheet. Make a note of the image number you want to print. See *Print Index (Thumbnails)* on page 65.
5. Press ▲ or ▼ to choose `Print Images` and then press **OK**. See *Printing Images* on page 66.
6. Enter the image number and press **OK**.
7. Press **Colour Start** to start printing.

Print Index (Thumbnails)

The PhotoCapture Center™ assigns numbers for images (such as No.1, No.2, No.3, and so on).



The PhotoCapture Center™ does not recognize any other numbers or file names that your digital camera or PC has used to identify the pictures. You can print a thumbnail page (Index page with 5 images per line). This will show all the pictures on the memory card or USB Flash memory drive.



Note

Only file names that are 8 characters or less will be printed correctly on the index sheet.

1. Make sure you have put the memory card or USB Flash memory drive in the correct slot.

 Press (**PhotoCapture**).
2. Press ▲ or ▼ to choose `Print Index`. Press **OK**.
3. Press ▲ or ▼ to choose the type of paper you are using, `Plain Paper`, `Inkjet Paper`, `Brother Photo` or `Other Photo`. Press **OK**.
4. Press ▲ or ▼ to choose the paper size you are using, `Letter` or `A4`. Press **OK**.
5. Press **Colour Start** to print.

Printing Images

Before you can print an individual image, you have to know the image number.

1. Make sure you have put the memory card or USB Flash memory drive in the correct slot.

2. Print the index first. (See *Print Index (Thumbnails)* on page 65.)
 Press (**PhotoCapture**).

3. Press ▲ or ▼ to choose `Print Images`.
 Press **OK**.

Note

If your memory card or USB Flash memory drive contains valid DPOF information, the LCD will show `DPOF Print:Yes`. See *DPOF printing* on page 67.

4. Enter the image number that you want to print from the thumbnail index.
 Press **OK**.

 `No.:1,3,6`

Note

- Multiple numbers can be entered by using the **OK** key to separate numbers. For example **1**, **OK**, **3**, **OK**, **6** would print images 1,3 and 6.
 The **#** key can be used to print a range of numbers, for example **1**, **#**, **5** would print all images from 1 to 5.
- You can enter up to 12 characters (including commas) for the image numbers you want to print.

5. After you have chosen the images you want to print, press **OK** to choose your settings.
 If you have already chosen your settings, press **Colour Start**.

6. Press ▲ or ▼ to choose the type of paper you are using, `Plain Paper`, `Inkjet Paper`, `Brother Photo` or `Other Photo`.
 Press **OK**.

7. Press ▲ or ▼ to choose the paper size you are using, `Letter`, `A4`, `10x15cm` or `13x18cm`.
 - If you choose Letter or A4, go to ❽.
 - If you choose another size, go to ❾.
 - If you have finished choosing settings, press **Colour Start**.

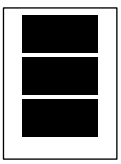
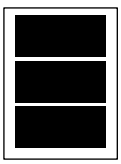
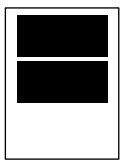
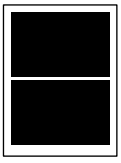
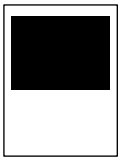
8. Press ▲ or ▼ to choose the print size (`10 x 8cm`, `13 x 9cm`, `15 x 10cm`, `18 x 13cm` or `20 x 15cm`).
 Press **OK**.

9. Do one of the following:
 - To choose the number of copies go to ❿.
 - If you have finished choosing settings, press **Colour Start**.

10. Enter the number of copies you want.
 Press **OK**.

11. Press **Colour Start** to print.

The printing positions when using A4 are shown below.

1 10 x 8cm	2 13 x 9cm	3 15 x 10cm
		
4 18 x 13cm	5 20 x 15cm	
		

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company. Fuji Photo Film Co. Ltd., Matsushita Electric Industrial Co. Ltd. and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

When the memory card (CompactFlash®, Memory Stick®, Memory Stick Pro™, SecureDigital™ MultiMediaCard™ or xD-Picture Card™) with DPOF information is put into your machine, you can print the chosen image easily.

To print directly from a memory card with DPOF information on it follow the instructions below:

1. Firmly insert the memory cards into the correct slot.

 `C.Flash Active`

 Press  (**PhotoCapture**).

2. Press ▲ or ▼ to choose `Print Images`.
 Press **OK**.

3. If there is a DPOF file on the card, the LCD will show:

 `DPOF Print:Yes`

4. Press ▲ or ▼ to choose `DPOF Print:Yes`. Press **OK**.

5. Press ▲ or ▼ to choose the type of paper you are using, `Plain Paper`, `Inkjet Paper`, `Brother Photo` or `Other Photo`.
 Press **OK**.

6. Press ▲ or ▼ to choose the paper size you are using, `Letter`, `A4`, `10x15cm` or `13x18cm`.
 - If you chose Letter or A4, go to ❼.
 - If you chose another size, go to ❽.

7. Press ▲ or ▼ to choose the print size (`10 x 8cm`, `13 x 9cm`, `15 x 10cm`, `18 x 13cm` or `20 x 15cm`).
 Press **OK**.

8. Press **Colour Start** to print.

Note

An Invalid DPOF File error can occur if the print order that was created on the camera has been corrupted. Delete and recreate the print order using your camera to correct this problem.

For instructions on how to delete or recreate the print order, refer to your camera manufacturer's support website or accompanying documentation.

PhotoCapture Center™ print settings

These settings will remain until you change them again.

Print speed and quality

1. Press **Menu**, **4**, **1**.
2. Press ▲ or ▼ to choose `Normal` or `Photo`.
 Press **OK**.
3. Press **Stop/Exit**.

Paper Options

Paper Type

1. Press **Menu**, **4**, **2**.
2. Press ▲ or ▼ to choose `Plain Paper`, `Inkjet Paper`, `Brother Photo` or `Other Photo`.
 Press **OK**.
3. Press **Stop/Exit**.

Paper Size

1. Press **Menu**, **4**, **3**.
2. Press ▲ or ▼ to choose the paper size you are using, `Letter`, `A4`, `10x15cm` or `13x18cm`.
 Press **OK**.
3. Press **Stop/Exit**.

Print Size

This setting is available only when you choose Letter or A4 in the paper size setting.

1. Press **Menu**, **4**, **4**.
2. Press ▲ or ▼ to choose the print size you are using, `10 x 8cm`, `13 x 9cm`, `15 x 10cm`, `18 x 13cm` or `20 x 15cm`.
 Press **OK**.
3. Press **Stop/Exit**.

Adjusting Brightness and Contrast

Brightness

1. Press **Menu**, **4**, **5**.
2. Press ▲ or ▼ to make a lighter or darker print.
 Press **OK**.
3. Press **Stop/Exit**.

Contrast

You can choose the contrast setting. More contrast will make an image look sharper and more vivid.

1. Press **Menu**, **4**, **6**.
2. Press ▲ or ▼ to increase or decrease the contrast.
 Press **OK**.
3. Press **Stop/Exit**.

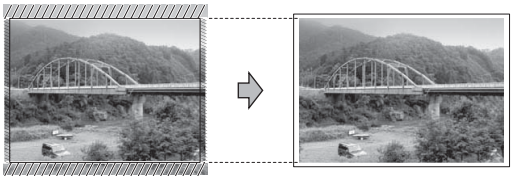
Cropping

If your photo is too long or wide to fit the available space on your chosen layout, part of the image will be automatically cropped.

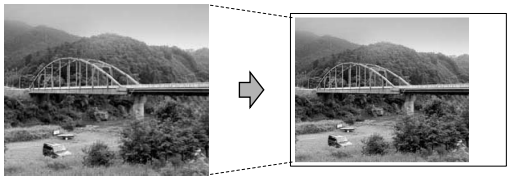
The default setting is `On`. If you want to print the whole image, turn this setting to `Off`.

1. Press **Menu**, **4**, **7**.
2. Press ▲ or ▼ to choose `Off` (or `On`). Press **OK**.
3. Press **Stop/Exit**.

`Cropping:On`



`Cropping:Off`



Borderless printing

This feature expands the printable area to the edges of the paper. Printing time will be slightly slower.

1. Press **Menu**, **4**, **8**.
2. Press ▲ or ▼ to choose `Off` (or `On`). Press **OK**.
3. Press **Stop/Exit**.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are using PhotoCapture Center™, you can easily identify and troubleshoot any problems.

- `Hub is Unusable.`

 This message will appear if a Hub or USB Flash memory drive with a Hub has been put into the USB direct interface.

- `Media Error`

 This message will appear if you put in a memory card that is either bad or not formatted, or when there is a problem with the media drive. To clear this error, take out the memory card.

- `No File`

 This message will appear if you try to access a memory card or USB Flash memory drive in the drive (slot) that does not contain a .JPG file.

- `Out of Memory`

 This message will appear if you are working with images that are too large for the machine's memory.

- `Unusable Device`

 This message will appear if a USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface. (For more information, visit us at http://solutions.brother.com.) This message will also appear if you connect a broken device to the USB direct interface.

12 Printing photos from a camera

Printing photos directly from a PictBridge camera

Your Brother machine supports the PictBridge standard, allowing you to connect to and print photos directly from any PictBridge compatible digital camera.

If your camera is using the USB Mass Storage standard, you can also print photos from a digital camera without PictBridge. See *Printing photos directly from a digital camera (without PictBridge)* on page 72.

PictBridge requirements

To avoid errors, remember the following points:

- The machine and the digital camera must be connected using a suitable USB cable.
- The image file extension must be .JPG (Other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- PhotoCapture Center™ operations are not available when using the PictBridge feature.

Setting your digital camera

Make sure your camera is in PictBridge mode. The following PictBridge settings may be available from the LCD of your PictBridge compatible camera.

Depending on your camera some of these settings may not be available.

Camera Menu Selections	Options
Paper Size	10×15cm, Printer Settings (Default setting) [2]
Paper Type	Plain Paper, Glossy Paper, Inkjet Paper, Printer Settings (Default setting) [2]
Layout	Borderless: On, Borderless: Off, Printer Settings (Default setting) [2]
DPOF setting [1]	-
Print Quality	Normal, Fine, Printer Settings (Default setting) [2]

[1] See *DPOF printing* on page 71 for more details.

[2] If your camera is set to use the Printer Settings (Default setting), the machine will print your photo using the following settings.

Settings	Options
Paper Size	10×15cm
Paper Type	Glossy Paper
Layout	Borderless: On
Print Quality	Fine

- When your camera does not have any menu selections, this setting is also used.
- The names and availability of each setting depends on the specification of your camera.

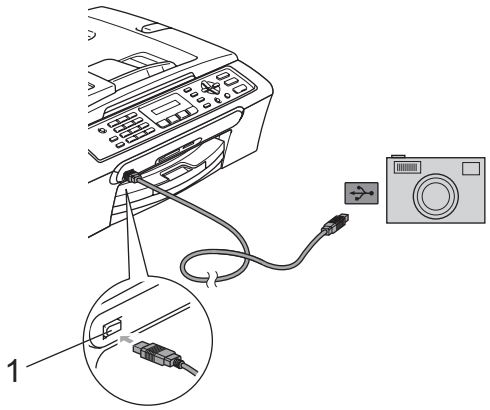
Please refer to the documentation supplied with your camera for more detailed information on changing PictBridge settings.

Printing Images

Note

Remove any memory cards or USB Flash memory drive from the machine before connecting a digital camera.

1. Make sure that your camera is turned off. Connect your camera to the USB direct interface (1) on the machine using the USB cable.



1 USB direct interface

2. Turn on the camera.
When the machine has recognized the camera, the LCD shows the following message:

```
Camera Connected
```

3. Choose the photo you want to print following the instructions from your camera.
When the machine starts printing a photo, the LCD will show `Printing`.

WARNING

To prevent damage to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, Fuji Photo Film Co. Ltd., Matsushita Electric Industrial Co. Ltd. and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

Printing photos directly from a digital camera (without PictBridge)

If your camera supports the USB Mass Storage standard, you can connect your camera in storage mode. This enables you to print photos from your camera.

If you would like to print photos in PictBridge mode, see *Printing photos directly from a PictBridge camera* on page 70.

Note

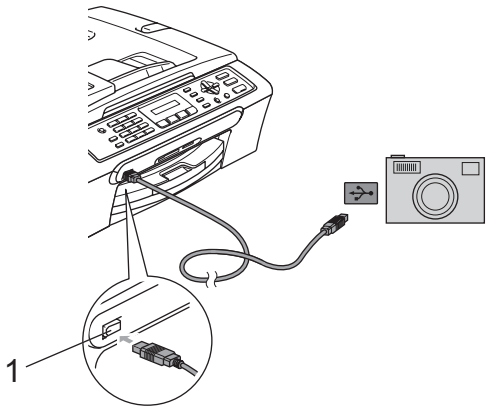
The name, availability and operation differ among digital cameras. Please refer to the documentation supplied with your camera for detailed information, such as how to switch from PictBridge mode to USB mass storage mode.

Printing Images

Note

Remove any memory cards or USB Flash memory drive from the machine before connecting a digital camera.

1. Make sure that your camera is turned off. Connect your camera to the USB direct interface (1) on the machine using the USB cable.



1 USB direct interface

2. Turn on the camera.
3. Follow the steps in *Printing Images* on page 66.

WARNING

To prevent damage to your machine, do not connect any device other than a digital camera or USB Flash memory drive to the USB direct interface.

Understanding the Error Messages

Once you are familiar with the types of errors that can occur while you are printing from a camera, you can easily identify and troubleshoot any problems.

- `Out of Memory`

 This message will appear if you are working with images that are too large for the machine's memory.

- `Unusable Device`

 This message will appear if you connect a camera which is not in PictBridge mode nor using the USB Mass Storage standard. This message can also appear if you connect a broken device to the USB direct interface.

For more detailed solutions see *Error messages* on page 96.

Section V



Software

Software features 76

13 Software features

The CD-ROM includes the Software User's Guide for features available when connected to a computer (for example, printing and scanning). The guide has easy to use links that, when clicked, will take you directly to a particular section.

You can find information on these features:

- Printing
- Scanning
- ControlCenter3 (for Windows®)
- ControlCenter2 (for Macintosh®)
- Faxing from your computer
- PhotoCapture Center™

How to read the HTML User's Guide

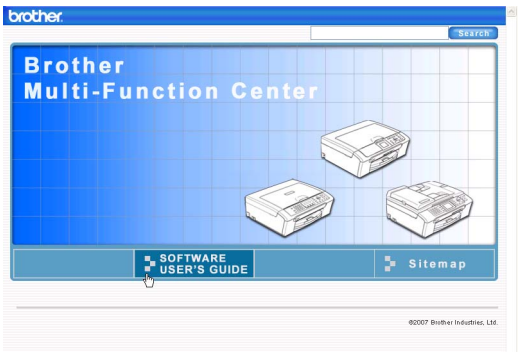
This is a quick reference to use the HTML User's Guide.

(For Windows®)

Note

If you have not installed the software, see *Viewing Documentation* on page 2.

1. From the **Start** menu, point to **Brother**, **MFC-XXXX** (where **XXXX** is your model number) from the programs group, then click **User's Guides in HTML format**.
2. Click **SOFTWARE USER'S GUIDE** from the top menu.



3. Click the heading you would like to read from the list at the left of the window.



(For Macintosh®)

1. Make sure your Macintosh® is turned on. Insert the Brother CD-ROM into your CD-ROM drive.
2. Double-click the **Documentation** icon.
3. Double-click your language folder, and then double-click the top page file.
4. Click **SOFTWARE USER'S GUIDE** in the top menu, and then click the heading you would like to read from the list at the left of the window.



Section VI

Appendixes

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A Safety and Legal

Choosing a location

Put your machine on a flat, stable surface that is free of vibration and shocks, such as a desk. Put the machine near a telephone socket and a standard, grounded electrical socket. Choose a location where the temperature remains between 10° C and 35° C.

CAUTION

- Avoid placing your machine in a high-traffic area.
- Avoid placing your machine on a carpet.
- DO NOT put the machine near heaters, air conditioners, refrigerators, medical equipment, chemicals or water.
- DO NOT expose the machine to direct sunlight, excessive heat, moisture, or dust.
- DO NOT connect your machine to electrical sockets controlled by wall switches or automatic timers.
- Disruption of power can wipe out information in the machine's memory.
- Do not connect your machine to electrical sockets on the same circuit as large appliances or other equipment that might disrupt the power supply.
- Avoid interference sources, such as speakers or the base units of non-Brother cordless telephones.

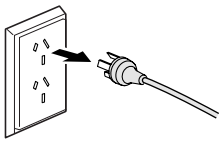


To use the machine safely

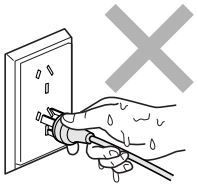
Please keep these instructions for later reference and read them before attempting any maintenance.

WARNING

There are high voltage electrodes inside the machine. Before you clean the inside of the machine, make sure you have unplugged the telephone line cord first and then the power cord from the electrical socket. Doing this will prevent an electrical shock.

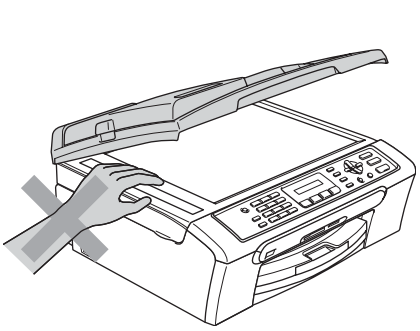


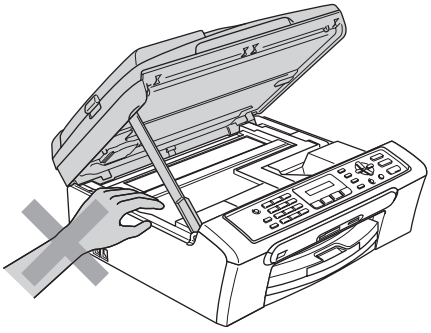
DO NOT handle the plug with wet hands. Doing this might cause an electrical shock.



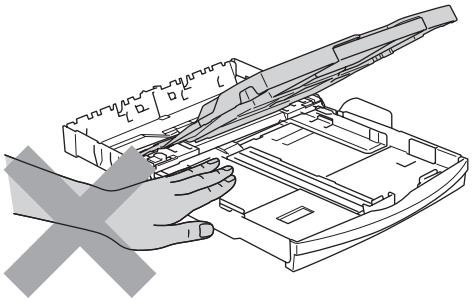
DO NOT pull in the middle of the AC power cord. Doing this might cause an electrical shock.

DO NOT put your hands on the edge of the machine under the document cover or the scanner cover. Doing this may cause injury.

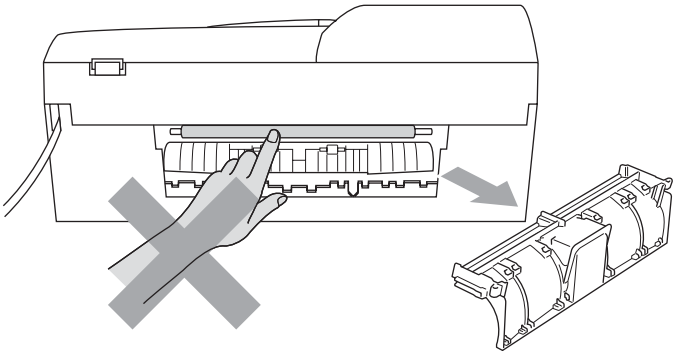




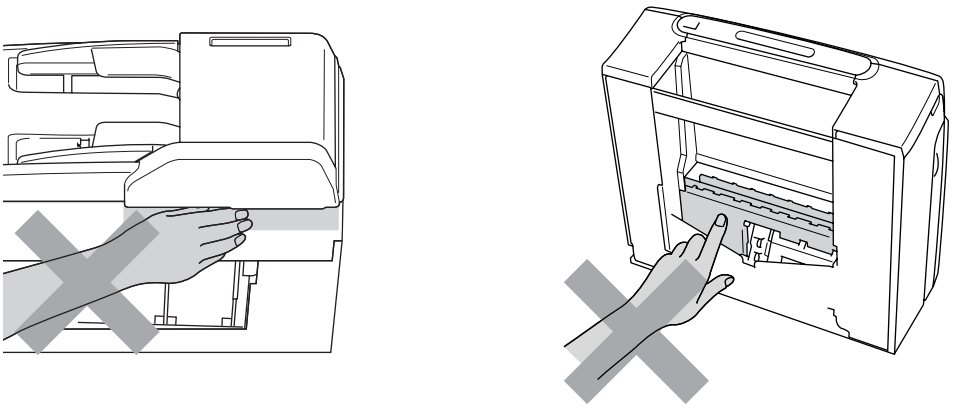
DO NOT put your hands on the edge of the paper tray under the output paper tray cover. Doing this may cause injury.



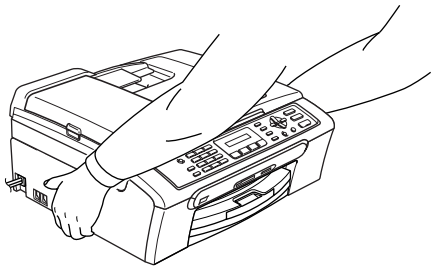
DO NOT touch the paper feed roller. Doing this may cause injury.



DO NOT touch the area shaded in the illustration. Doing this may cause injury.



When moving the machine you must lift it from the base, by placing a hand at each side of the unit as shown in the illustration. DO NOT carry the machine by holding the scanner cover.



DO NOT use flammable substances or any type of spray to clean the inside or outside of the machine. Doing this may cause a fire or electrical shock.

If the machine becomes hot, releases smoke, or generates any strong smells, immediately turn off the power switch and unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.

If metal objects, water or other liquids get inside the machine, immediately turn off the power switch and unplug the machine from the electrical socket. Call your Brother dealer or Brother Customer Service.

WARNING

- Use caution when installing or modifying telephone lines. Never touch telephone wires or terminals that are not insulated unless the telephone line has been unplugged at the wall socket. Never install telephone wiring during a lightning storm. Never install a telephone wall socket in a wet location.
- This product must be installed near an electrical socket that is easily accessible. In case of an emergency, you must unplug the power cord from the electrical socket to shut off the power completely.
- Always make sure the plug is fully inserted.

WARNING

IMPORTANT SAFETY INSTRUCTIONS

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to people, including the following:

1 DO NOT use this product near water, for example, near a bath tub, wash bowl, kitchen sink or washing machine, in a wet basement or near a swimming pool.

2 Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.

3 DO NOT use this product to report a gas leak in the vicinity of the leak.

IMPORTANT-For Your Safety

To ensure safe operation the two-pin plug or the three-pin plug supplied must be inserted only into a standard two-pin power point or three-pin power point which is effectively grounded through the normal household wiring.

Extension cords used with the equipment must be two-condoctor or three-conductor and be correctly wired to provide connection to ground. Incorrectly wired extension cords are a major cause of fatalities.

The fact that the equipment operates satisfactorily does not imply that the power is grounded and that the installation is completely safe. For your safety, if in any doubt about the effective grounding of the power, consult a qualified electrician.

Disconnect device

This product must be installed near an electrical socket that is easily accessible. In case of emergencies, you must disconnect the power cord from the electrical socket to shut off power completely.

Important Information for Australia

Important safety instructions

1 Read all of these instructions.

2 Save them for later reference.

3 Follow all warnings and instructions marked on the product.

4 Unplug this product from the wall socket before cleaning the outside of the machine and the scanner glass. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.

5 Do not use this product near water.

6 Do not place this product on an unstable cart, stand, or table. The product may fall, causing serious damage to the product.

7 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or over a radiator or heater. This product should never be placed in a built-in installation unless adequate ventilation is provided.

8 This product should be connected to an AC power source within the range indicated on the rating label. Do NOT connect it to a DC power source. If you are not sure, contact a qualified electrician.

9 This product is equipped with a 3-wire grounded plug, a plug having a third (grounded) pin. This plug will only fit into a grounded power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, call your electrician to replace your obsolete outlet. Do not defeat the purpose of the grounded plug.

10 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.

11 Do not place anything in front of the machine that will block received faxes. Do not place anything in the path of received faxes.

12 Do not touch a document during printing.

13 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the product.

14 Do not attempt to service this product yourself, because opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.

15 Wait until pages have exited the machine before picking them up.

16 Unplug this product from the electrical socket and refer servicing to Authorized Service Personnel under the following conditions:

- When the power cord is damaged or frayed.
- If liquid has been spilled into the product.

- If the product has been exposed to rain or water.
- If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
- If the product has been dropped or the cabinet has been damaged.
- If the product exhibits a distinct change in performance, indicating a need for service.

Important Information for New Zealand

Important Safety Instructions

1 Read all of these instructions.

2 Save them for later reference.

3 Follow all warnings and instructions marked on the product.

4 Unplug this product from the wall outlet before cleaning the outside of the macine. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.

5 The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

6 This equipment does not fully meet Telecom's impedance requirements. Performance limitations may occur when used in conjunction with some parts of the network. Telecom will accept no responsibility should difficulties arise in such circumstances.

7 If a charge for local calls is acceptable, the "Dial Button" should not be used for local calls. Only the 7-digits of the local number should be dialled from your telephone. Do not dial the area code digit or the "0" prefix.

8 This equipment shall not be set to make automatic calls to the Telecom '111' Emergency Service.

9 This equipment should not be used under any circumstances which may constitute a nuisance to other Telecom customers.

10 Not all telephones will respond to incoming ringing when connected to the extension socket.

11 The answer delay setting of this equipment shall not be set to less than the default setting as this will destroy Caller ID information.

12 All persons using this device for recording telephone conversations shall comply with New Zealand law. This requires that at least one party to the conversation is to be aware that it is being recorded. In addition, the Principles enumerated in the Privacy Act 1993 shall be complied with in respect to the nature of the personal information collected, the purpose for its collection, how it is to be used and what it disclosed to any other party.

13 Do not place this product on an unstable surface, stand, or table. The product may fall, causing serious damage to the product.

14 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or over a radiator or heater. This product should not be placed in a built-in installation unless proper ventilation is provided.

15 This product should be connected to an AC power source within the range indicated on the rating label. Do NOT connect it to a DC power source. If you are not sure, contact a qualified electrician.

16 This product is equipped with a 3-wire earthed plug. This plug will fit into only an earthed socket. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete socket. Do not defeat the purpose of an earthed plug.

17 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.

18 Do not place anything in front of the machine that will block received faxes. Do not place anything in the path of received faxes.

19 Do not touch a document during printing.

20 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in a risk of fire or electric shock. Never spill liquid of any kind on the product.

21 Do not attempt to service this product yourself, because opening or removing covers may expose you to dangerous voltage points and/or other risks. Refer all servicing to service personnel.

22 Unplug this product from the mains power and telephone line sockets, and refer servicing to qualified Service Personnel under the following conditions:

- If the power cord is damaged or frayed.
- If liquid has been spilled into the product.
- If the product has been exposed to rain or water.
- If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Incorrect adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
- If the product has been dropped or the cabinet has been damaged.
- If the product exhibits a distinct change in performance, indicating a need for service.

23 This unit will only work in conjunction with a tone signalling (DTMF) telephone, but some telephones are not compatible. Since noise or speech from the telephone can upset dialling from this unit, errors may result if the devices are used together in other than quiet conditions.

24 Where it is necessary to dial prefix digits, such as a Caller Display override code (“0196” or “0197”), this unit will have to be used in conjunction with an associated tone signalling (DTMF) telephone.

25 Note that some telephones are not compatible with this unit and dialling errors may result if the two devices are used together in other than quiet conditions. The Telecom Faults Service is not to be called should such problems arise. In such cases, it is recommended that the prefix and wanted number are dialled manually.

26 This equipment may not provide for the effective hand-over of a call to another device connected to the same line.

Important Information for Some Countries

Important Safety Instructions

1 Read all of these instructions.

2 Save them for later reference.

3 Follow all warnings and instructions marked on the product.

4 Unplug this product from the wall outlet before cleaning the outside of the machine and the scanner glass. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.

5 Do not place this product near water.

6 Do not place this product on an unstable cart, stand, or table. The product may drop, causing serious damage to the product.

7 Slots and openings in the cabinet and the back or bottom are provided for ventilation; to ensure reliable operation of the product and to protect it from overheating, these openings must not be blocked or covered. The openings should never be blocked by placing the product on a bed, sofa, rug, or other similar surface. This product should never be placed near or on a radiator or heater. This product should never be placed in a built-in installation unless proper ventilation is provided.

8 This product should be connected to an AC power source within the range indicated on the rating label. Do NOT connect it to a DC power source. If you are not sure, contact a qualified electrician.

9 This product is equipped with a 2-wire grounding type plug or a 3-wire grounding type plug (Only for Singapore, Malaysia, Hong Kong and India), a plug having two or three pins. This plug will only fit into only a grounding-type power outlet. This is a safety feature. If you are unable to insert the plug into the outlet, contact your electrician to replace your obsolete outlet. Do not defeat the purpose of the grounding-type plug.

10 Do not place anything on top of the power cord including this machine. Do not allow the power cord to be stepped on.

11 If an extension cord is used with this product, make sure that the total ampere ratings on the products plugged into the extension cord do not exceed the extension cord ampere rating.

12 Do not place anything in front of the machine that will block received faxes. Do not place anything in the path of received faxes.

13 Do not touch a document during printing.

14 Never push objects of any kind into this product through cabinet slots, since they may touch dangerous voltage points or short out parts resulting in the risk of fire or electric shock. Never spill liquid of any kind on the product.

15 Do not attempt to service this product yourself, as opening or removing covers may expose you to dangerous voltage points and/or other risks, and may void your warranty. Please refer all servicing to our Authorized Service Personnel. A list of Authorized Service Centres has been included for your convenience, or you may contact the Brother Dealer for Service.

16 Unplug this product from the wall outlet and refer servicing to Authorized Service Personnel under the following conditions:

- If the power cord is damaged or frayed.
- If the product has been spilled by liquid.
- If the product has been exposed to rain or water.
- If the product does not operate normally when the operating instructions are followed. Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work by a qualified technician to restore the product to normal operation.
- If the product has been dropped or the cabinet has been damaged.
- If the product exhibits a distinct change in performance, indicating a need for service.

17 To protect your product against power surges, we recommend the use of a power protection device (Surge Protector).

WARNING

For protection against the risk of electrical shock, always disconnect all cables from the wall outlet before servicing, modifying or installing the equipment.

This equipment may not be used on coin service lines provided by the telephone company or connected to party lines.

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- Certificates of Deposit
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- Passports
- Postage Stamps (cancelled or uncancelled)
- Immigration Papers
- Welfare documents
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- Identification Documents, badges or insignias
- Licences and Certificates of Title to motor vehicles

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B Troubleshooting and Routine Maintenance

Troubleshooting

If you think there is a problem with your machine, check the chart below and follow the troubleshooting tips.

Most problems can be easily resolved by yourself. If you need additional help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips. Visit us at http://solutions.brother.com.

If you are having difficulty with your machine

Printing

Difficulty	Suggestions
No printout	Check the interface cable connection on both the machine and your computer. (See the *Quick Setup Guide*.)
	Make sure the machine is plugged in and not in Power Save mode.
	One or more ink cartridges are empty. (See *Replacing the ink cartridges* on page 103.)
	Check to see if the LCD is showing an error message. (See *Error messages* on page 96.)
	Check that the correct printer driver has been installed and chosen.
	Make sure the machine is online. Click **Start** and then **Printers and Faxes**. Right-click and choose '**Brother MFC-XXXX** (where XXXX is your model name)', and make sure that 'Use Printer Offline' is unchecked.
Poor print quality	Check the print quality. (See *Checking the print quality* on page 108.)
	Make sure that the Printer Driver or Paper Type setting in the menu matches the type of paper you are using. (See Printing in the Software User's Guide on the CD-ROM and *Paper Type* on page 18.)
	Make sure that your ink cartridges are fresh. The following may cause ink to clog: ■ The expiration date written on the cartridge package has passed. (Cartridges stay usable for up to two years if kept in their original packaging.) ■ The ink cartridge was in your machine over six months. ■ The ink cartridge may not have been stored properly before use.
	Try using the recommended types of paper. (See *Acceptable paper and other media* on page 8.)
	The recommended environment for your machine is between 20° C to 33° C.
White horizontal lines appear in text or graphics.	Clean the print head. (See *Cleaning the print head* on page 108.)
	Try using the recommended types of paper. (See *Acceptable paper and other media* on page 8.)
The machine prints blank pages.	Clean the print head. (See *Cleaning the print head* on page 108.)
Characters and lines are stacked.	Check the printing alignment. (See *Checking the print alignment* on page 110.)

Printing (continued)

Difficulty	Suggestions
Printed text or images are skewed.	Make sure the paper is loaded properly in the paper tray and the paper side guide is adjusted correctly. (See *Loading paper and other media* on page 12.)
	Make sure the Jam Clear Cover is set properly.
Smudged stain at the top center of the printed page.	Make sure the paper is not too thick or curled. (See *Acceptable paper and other media* on page 8.)
Printing appears dirty or ink seems to run.	Make sure you are using the recommended types of paper. (See *Acceptable paper and other media* on page 8.) Don't handle the paper until the ink is dry.
Stains appear on the reverse side or at the bottom of the page.	Make sure the printer platen is not dirty with ink. (See *Cleaning the machine printer platen* on page 107.)
	Make sure you are using the paper support flap. (See *Loading paper and other media* on page 12.)
The machine prints dense lines on the page.	Check **Reverse Order** in the **Basic** tab of the printer driver.
The printouts are wrinkled.	In the printer driver **Basic** tab, click **Settings**, and uncheck **Bi-Directional Printing**.
Cannot perform '2 in 1' or '4 in 1' printing.	Check that the paper size setting in the application and in the printer driver are the same.
Print speed is too slow.	Try changing the printer driver setting. The highest resolution needs longer data processing, sending and printing time. Try the other quality settings in the printer driver **Basic** tab. Also, click the **Settings**, and make sure you uncheck **Colour Enhancement**.
	Turn the borderless feature off. Borderless printing is slower than normal printing. (See *Printing* for Windows® or *Printing and Faxing* for Macintosh® in the Software User's Guide on the CD-ROM.)
Colour Enhancement is not working properly.	If the image data is not full colour in your application (such as 256 colour), Colour Enhancement will not work. Use at least 24 bit colour data with the Colour Enhancement feature.
Machine feeds multiple pages.	Make sure the paper is loaded properly in the paper tray. (See *Loading paper and other media* on page 12.)
	Check that more than two types of paper are not loaded in the paper tray at any one time.
Printed pages are not stacked neatly.	Make sure you are using the paper support flap. (See *Loading paper and other media* on page 12.)
Printed pages refeed and cause a paper jam.	Make sure you pull out the paper support until it clicks and unfold the paper support flap.
Machine does not print from Paint Brush.	Try setting the Display setting to '256 colours'.
Machine does not print from Adobe Illustrator.	Try to reduce the print resolution. (See *Printing* for Windows® or *Printing and Faxing* for Macintosh® in the Software User's Guide on the CD-ROM.)
The machine cannot print full pages of a document. `Out of Memory` message occurs.	Reduce the printing resolution. (See *Printing* for Windows® or *Printing and Faxing* for Macintosh® in the Software User's Guide on the CD-ROM.) Reduce the complexity of your document and try again. Reduce the graphic quality or the number of font sizes within your application software.

Printing Received Faxes

Difficulty	Suggestions
Condensed print and white streaks across the page or the top and bottom of sentences are cut off.	You probably had a bad connection, with static or interference on the telephone line. Ask the other party to send the fax again.
Vertical black lines when receiving.	The sender's scanner may be dirty. Ask the sender to make a copy to see if the problem is with the sending machine. Try receiving from another fax machine.
Received colour fax prints only in black and white.	Replace the colour ink cartridges that are empty or nearly empty, and then ask the other person to send the colour fax again. (See *Replacing the ink cartridges* on page 103.)
Left and Right margins are cut off or a single page is printed on two pages.	Turn on Auto Reduction. (See *Printing a reduced incoming fax* on page 33.)

Telephone Line or Connections

Difficulty	Suggestions
Dialling does not work. (No dial tone)	Check that the machine is plugged in and switched on.
	Check the line cord connection.
	(Not available in New Zealand) Change the Tone/Pulse setting. (See *Quick Setup Guide*.)
	Lift the external telephone's handset, (or the machine's handset or cordless handset if available), and then dial the number to send a manual fax. Wait to hear fax receiving tones before pressing **Mono Start** or **Colour Start**.
The machine does not answer when called.	Make sure the machine is in the correct receiving mode for your setup. (See *Receive modes* on page 30.) Check for a dial tone. If possible, call your machine to hear it answer. If there is still no answer, check the telephone line cord connection. If there is no ringing when you call your machine, ask your telephone company to check the line.

Receiving Faxes

Difficulty	Suggestions
Cannot receive a fax	Make sure the machine is in the correct receiving mode for your setup. (See *Receive modes* on page 30.)
	If you often have interference on the telephone line, try changing the menu setting of Compatibility to `Basic`. (See *Telephone line interference* on page 103.)

Sending Faxes

Difficulty	Suggestions
Cannot send a fax	Make sure that the Fax  key is illuminated. (See *Entering Fax mode* on page 24.)
	Ask the other party to check that the receiving machine has paper.
	Print the Transmission Verification Report and check for an error. (See *Reports* on page 52.)

Sending Faxes (continued)

Difficulty	Suggestions
Transmission Verification Report says 'Result:NG' or 'Result:ERROR'.	There is probably temporary noise or static on the line. Try sending the fax again. If you send a PC FAX message and get 'Result:ERROR' on the Transmission Verification Report, your machine may be out of memory. If the problem continues, ask the telephone company to check your telephone line.
	If you often get transmission errors due to possible interference on the telephone line, try changing the menu setting of Compatibility to `Basic`. (See *Telephone line interference* on page 103.)
Poor fax send quality.	Try changing your resolution to `Fine` or `S.Fine`. Make a copy to check your machine's scanner operation. If the copy quality is not good, clean the scanner. (See *Cleaning the scanner* on page 106.)
Vertical black lines when sending. (MFC-260C only)	If the copy you made shows the same problem, clean the scanner. (See *Cleaning the scanner* on page 106.)

Handling Incoming Calls

Difficulty	Suggestions
The machine 'Hears' a voice as a CNG Tone.	If Fax Detect is set to on, your machine is more sensitive to sounds. It may mistakenly interpret certain voices or music on the line as a fax machine calling and respond with fax receiving tones. Deactivate the machine by pressing **Stop/Exit**. Try avoiding this problem by turning Fax Detect to off. (See *Fax Detect* on page 33.)
Sending a Fax Call to the machine.	If you answered at the machine, press **Mono Start** and hang up at once. If you answered on an external or extension telephone, press your Remote Activation Code (default setting is ✳ **5 1** (✳ **9 1** for New Zealand)). When your machine answers, hang up.
Custom features on a single line.	If you have Call Waiting, Call Waiting/Caller ID, an alarm system or any other custom feature on a single telephone line with your machine, it may create a problem sending or receiving faxes. **For example:** If you subscribe to Call Waiting or some other custom service and its signal comes through the line while your machine is sending or receiving a fax, the signal can temporarily interrupt or disrupt the faxes. Brother's ECM feature should help overcome this problem. This condition is related to the telephone system industry and is common to all devices that send and receive information on a single, shared line with custom features. If avoiding a slight interruption is crucial to your business, a separate telephone line with no custom features is recommended.

Menu Setting Difficulties

Difficulty	Suggestions
The machine beeps when you try to access the Setup Receive menu.	If the Fax  key is not illuminated, press it to turn on Fax mode. The Setup Receive setting is available only when the machine is in Fax mode.

Copying Difficulties

Difficulty	Suggestions
Cannot make a copy	Make sure that the Copy  key is illuminated. (See *Entering Copy mode* on page 54.)
Vertical streaks appear on copies.	If you see vertical streaks on copies, clean the scanner. (See *Cleaning the scanner* on page 106.)
Poor copy results when using the ADF (MFC-260C only)	Try using the scanner glass. (See *Using the scanner glass* on page 7.)
Vertical black line appears in copies (MFC-260C only)	Black vertical lines on copies are typically caused by dirt or correction fluid on the glass strip. Clean the glass strip. (See *Cleaning the scanner* on page 106.)

Scanning Difficulties

Difficulty	Suggestions
TWAIN/WIA errors appear when starting to scan.	Make sure the Brother TWAIN/WIA driver is chosen as the primary source. In PaperPort™ 11SE with OCR, click **File**, **Scan or Get Photo** and click **Select** to choose the Brother TWAIN/WIA driver.
Poor scanning results when using the ADF. (MFC-260C only)	Try using the scanner glass. (See *Using the scanner glass* on page 7.)

Software Difficulties

Difficulty	Suggestions
Cannot install software or print.	Run the **Repair MFL-Pro Suite** program on the CD-ROM. This program will repair and reinstall the software.
'Device Busy'	Make sure the machine is not showing an error message on the LCD.
Cannot print images from FaceFilter Studio.	To use FaceFilter Studio, you must install the FaceFilter Studio application from the CD-ROM supplied with your machine. To install FaceFilter Studio see the *Quick Setup Guide*. Also, before you start FaceFilter Studio for the first time, you must make sure your Brother machine is turned On and connected to your computer. This will allow you to access all the functions of FaceFilter Studio.

PhotoCapture Center™ Difficulties

Difficulty	Suggestions
Removable Disk does not work properly.	1 Have you installed the Windows® 2000 update? If not, do the following: 1) Unplug the USB cable. 2) Install the Windows® 2000 update using one of the following methods. ■ Install MFL-Pro Suite from the CD-ROM. (See the *Quick Setup Guide*.) ■ Download the latest service pack from the Microsoft Web site. 3) Wait about 1 minute after you restart the PC, and then connect the USB cable. 2 Take out the memory card or USB Flash memory drive and put it back in again. 3 If you have tried 'Eject' from within Windows®, take out the memory card or USB Flash memory drive before you continue. 4 If an error message appears when you try to eject the memory card or USB Flash memory drive, it means the card is being accessed. Wait a while and then try again. 5 If all of the above do not work, turn off your PC and machine, and then turn them on again. (You will have to unplug the power cord of the machine to turn it off.)
Cannot access Removable Disk from Desktop icon.	Make sure that you have correctly inserted the memory card or USB Flash memory drive.

Error messages

As with any sophisticated office product, errors may occur. If this happens, your machine identifies the error and shows an error message. The most common error messages are shown below.

You can correct most errors by yourself. If you need more help, the Brother Solutions Center offers the latest FAQs and troubleshooting tips.

Visit us at http://solutions.brother.com.

Error Message	Cause	Action
Clean Unable XX	The machine has a mechanical problem. **—OR—** A foreign objects such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, see *Transferring your faxes or Fax Journal report* on page 99 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it.
Comm.Error	Poor telephone line quality caused a communication error.	Try sending the fax again or try connecting the machine to another telephone line. If the problem continues, call the telephone company and ask them to check your telephone line.
Cover is Open	The scanner cover is not closed completely.	Lift the scanner cover and then close it again.
	The ink cartridge cover is not completely closed.	Firmly close the ink cartridge cover until it clicks.
Data Remaining	Print data is left in the machine's memory.	Re-start printing from your computer.
	Print data is left in the machine's memory. The USB cable was unplugged while the computer was sending the data to the machine.	Press **Stop/Exit**. The machine will cancel the job and clear it from the memory. Try to print again.
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again.
Document Jam	The document was not inserted or fed properly, or the document scanned from the ADF was too long.	See *Using the ADF (MFC-260C only)* on page 6. See *Document jam (MFC-260C only)* on page 100.
High Temperature	The print head is too warm.	Allow the machine to cool down.
Hub is Unusable.	A Hub or USB Flash memory drive with Hub has been connected to the USB direct interface.	A Hub or USB Flash memory drive with Hub are not supported. Unplug the device from the USB direct interface.

Error Message	Cause	Action
Init Unable XX	The machine has a mechanical problem. **—OR—** A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, see *Transferring your faxes or Fax Journal report* on page 99 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it.
Ink Empty Black Ink Empty Yellow Ink Empty Cyan Ink Empty Magent	The indicated ink cartridge is empty. The machine will stop all print operations. While memory is available, black and white faxes will be stored in the memory. If a sending machine has a colour fax, the machine's 'handshake' will ask that the fax be sent as black and white. If the sending machine has the ability to convert it, the colour fax will be stored in the memory as a black and white fax.	Replace the empty ink cartridges. (See *Replacing the ink cartridges* on page 103.)
Low Temperature	The print head is too cold.	Allow the machine to warm up.
Media Error	The memory card is either corrupted, improperly formatted, or there is a problem with the memory card.	Put the card firmly into the slot again to make sure it is in the correct position. If the error remains, check the media drive (slot) of the machine by putting in another memory card that you know is working.
Near Empty Black Near Empty Yellw Near Empty Cyan Near Empty Mgent	The indicated ink cartridge is running out of ink. If a sending machine has a colour fax, the machine's 'handshake' will ask that the fax be sent as black and white. If the sending machine has the ability to convert it, the colour fax will be received into memory as a black and white fax.	Order a new ink cartridge.
No Caller ID	There is no incoming call history. You have not received any calls, you have not activated the Caller ID feature on your machine, or you have not subscribed to the Caller ID service from your telephone company.	If you want to use the Caller ID feature call your telephone company. (See *Caller ID* on page 38.) (See *Caller ID* on page 40.) (See *Caller ID (For Singapore and Hong Kong)* on page 43.)
No Cartridge	An ink cartridge is not installed properly.	Take out the ink cartridge and put it in again seating it properly. (See *Replacing the ink cartridges* on page 103.)
No File	The memory card or USB Flash memory drive in the media drive does not contain a .JPG file.	Put the correct memory card or USB Flash memory drive into the slot again.

Error Message	Cause	Action
No Paper Fed	The machine is out of paper or paper is not properly loaded in the paper tray.	Do one of the following: ■ Refill the paper in the paper tray, and then press **Mono Start** or **Colour Start**. ■ Remove the paper and load it again and then press **Mono Start** or **Colour Start**.
	The paper is jammed in the machine.	See *Printer jam or paper jam* on page 100.
No Response/Busy	The number you dialed does not answer or is busy.	Verify the number and try again.
Not Registered	You tried to access a Speed Dial number that is not programmed.	Set up the Speed Dial number. (See *Storing Speed Dial numbers* on page 49.)
Out of Memory	The machine's memory is full.	**Fax sending or copy operation in progress** Press **Stop/Exit** and wait until the other operations in progress finish and then try again. **Printing operation in progress** Reduce print resolution. (For details, see *Printing* for Windows® or *Printing and Faxing* for Macintosh® in the Software User's Guide on the CD-ROM.)
Paper Jam	Paper is jammed in the machine.	Remove the Jam Clear Cover (at the back of the machine) and pull out the jammed paper. See *Printer jam or paper jam* on page 100.
Print Unable XX	The machine has a mechanical problem. **—OR—** A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, see *Transferring your faxes or Fax Journal report* on page 99 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it.
Scan Unable XX	The machine has a mechanical problem. **—OR—** A foreign object such as a clip or ripped paper is in the machine.	Open the scanner cover and remove any foreign objects inside the machine. If the error message continues, see *Transferring your faxes or Fax Journal report* on page 99 before disconnecting the machine so you will not lose any important messages. Then, disconnect the machine from the power for several minutes and then reconnect it.
Unusable Device	A broken device has been connected to the USB direct interface.	Unplug the device from the USB direct interface, then press **Power Save** to turn the machine off and then on again.

Error Message	Cause	Action
Unusable Device Please Disconnect USB Device.	A USB device or USB Flash memory drive that is not supported has been connected to the USB direct interface. (For more information, visit us at http://solutions.brother.com.)	Unplug the device from the USB direct interface.
Wrong Paper Size	Paper is not the correct size.	Load the correct size of paper (Letter, Legal or A4), and then press **Mono Start** or **Colour Start**.

Transferring your faxes or Fax Journal report

If the LCD shows:
Clean Unable XX
Init Unable XX
Print Unable XX
Scan Unable XX
We recommend transferring your faxes to another fax machine. (See *Transferring faxes to another fax machine* on page 99.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See *Transferring faxes to another fax machine* on page 99.)

Note

If there is an error message on the machine's LCD, after the faxes have been transferred, disconnect the machine from the power source for several minutes, and then reconnect it.

Transferring faxes to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See *Setting your Station ID* in the Quick Setup Guide.)

1. Press **Menu**, **9**, **0**, **1**.
2. Do one of the following:
 - If the LCD shows No Data, there are no faxes left in the machine's memory.
 Press **Stop/Exit**.
 - If the LCD shows Enter Fax No., enter the fax number to which faxes will be forwarded.
3. Press **Mono Start**.

Transferring the Fax Journal report to another fax machine

If you have not set up your Station ID, you cannot enter fax transfer mode. (See *Setting your Station ID* in the Quick Setup Guide.)

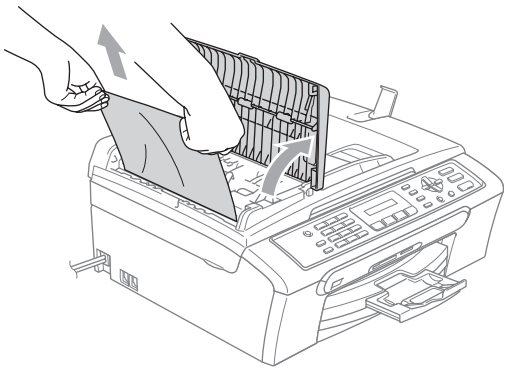
1. Press **Menu 9**, **0**, **2**.
2. Enter the fax number to which the Fax Journal report will be forwarded.
3. Press **Mono Start**.

Document jam (MFC-260C only)

Documents can jam in the ADF unit if they are not inserted or fed properly, or if they are too long. Follow the steps below to clear a document jam.

Document is jammed in the top of the ADF unit

1. Take out any paper from the ADF that is not jammed.
2. Open the ADF cover.
3. Pull the jammed document up and to the left.



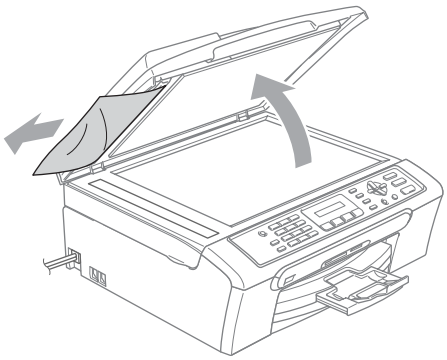
4. Close the ADF cover.
5. Press **Stop/Exit**.

Note

To avoid future document jams close the ADF cover properly by pushing it gently in the middle.

Document is jammed inside the ADF unit

1. Take out any paper from the ADF that is not jammed.
2. Lift the document cover.
3. Pull the jammed document out to the left.

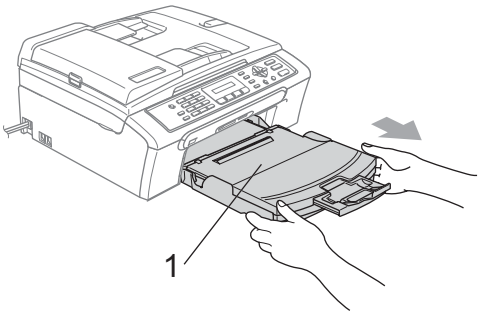


4. Close the document cover.
5. Press **Stop/Exit**.

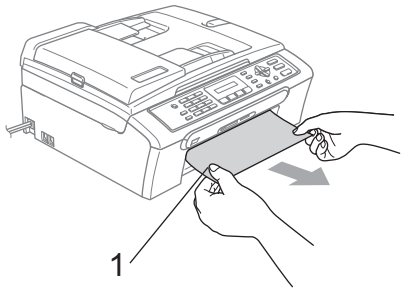
Printer jam or paper jam

Take out the jammed paper depending on where it is jammed in the machine. Open and close the scanner cover to clear the error.

1. Pull the paper tray (1) out of the machine.

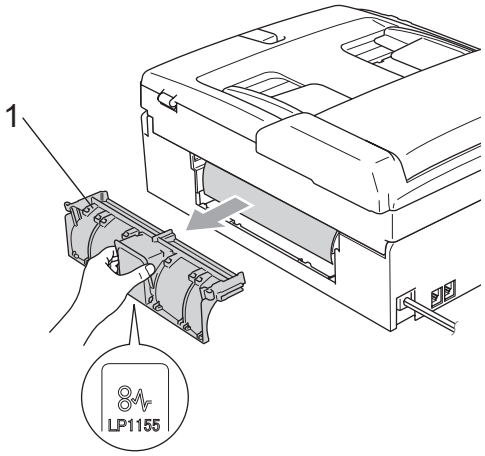


2 Pull out the jammed paper (1) and press **Stop/Exit**.



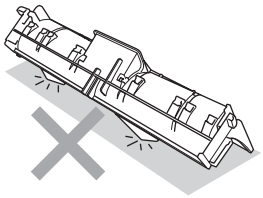
- If you cannot remove the jammed paper from the front, or the error message still appears on the LCD after you have remove the jammed paper, please go to the next step.

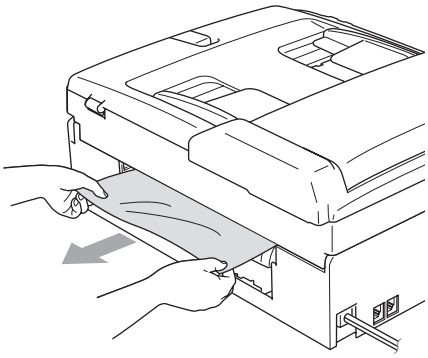
3 Remove the Jam Clear Cover (1). Pull the jammed paper out of the machine.



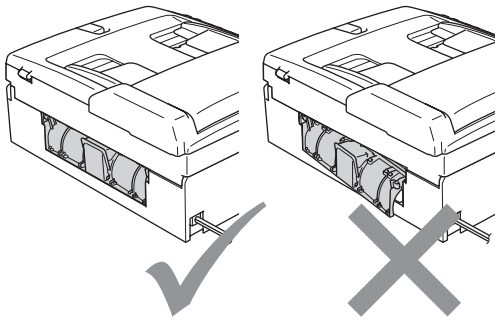
CAUTION

Do not place the jam clear cover face down as shown in the illustration. You may damage the cover and cause paper jams.

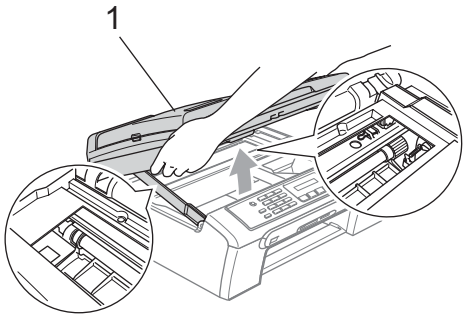




4 Put the Jam Clear Cover back on. Make sure the cover is set properly.



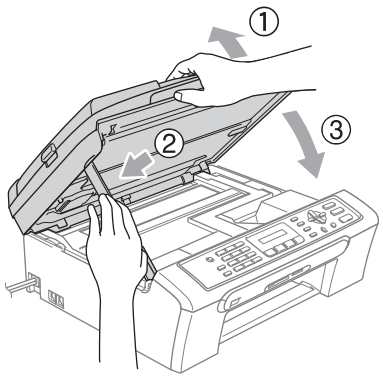
5 Lift the scanner cover (1) from the front side of the machine until it locks securely into the open position.
Make sure that there is no jammed paper left inside the machine.
Check both ends of the print carriage.



Note

If the paper is jammed under the print head, unplug the machine from the power source, and then move the print head to take out the paper.

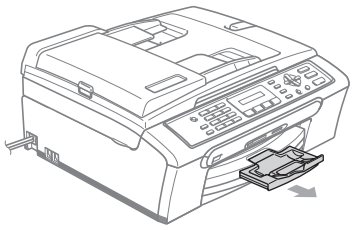
6 Lift the scanner cover to release the lock (1). Gently push the scanner cover support down (2) and close the scanner cover (3).



7 Push the paper tray firmly back into the machine. While holding the paper tray in place, pull out the paper support until it clicks and unfold the paper support flap.

Note

Make sure you pull out the paper support until it clicks.



Dial Tone detection

When you send a fax automatically, by default your machine will wait for a fixed amount of time before it starts to dial the number. By changing the Dial Tone setting to `Detection` you can make your machine dial as soon as it detects a dial tone. This setting can save a small amount of time when sending a fax to many different numbers. If you change the setting and start having problems with dialling you should change back to the default `No Detection` setting.

1 Press **Menu**, **0**, **5**.

2 Press ▲ or ▼ to choose `Detection` or `No Detection`.
Press **OK**.

3 Press **Stop/Exit**.

Telephone line interference

If you are having problems sending or receiving a fax due to possible interference on the telephone line, we recommend that you adjust the Equalization for compatibility to reduce the modem speed for fax operations.

1. Press **Menu**, **2**, **0**, **2**.
2. Press ▲ or ▼ to choose `Normal` (or `Basic`).
 - `Basic` cuts the modem speed to 9600 bps. Unless interference is a recurring problem on your telephone line, you may prefer to use it only when needed.
 - `Normal` sets the modem speed at 14400 bps. (Default)

 Press **OK**.
3. Press **Stop/Exit**.

Note

When you change the compatibility to `Basic`, the ECM feature is only available for colour fax sending.

Routine maintenance

Replacing the ink cartridges

Your machine is equipped with an ink dot counter. The ink dot counter automatically monitors the level of ink in each of the 4 cartridges. When the machine detects an ink cartridge is running out of ink, the machine will tell you with a message on the LCD.

Note

For example, when one of the ink cartridge *is nearly empty*, the LCD will disply `Near Empty` (name of colour).

You should purchase a replacement cartridge in preparation for when the machine indicates the colour is completely empty.

When one of the ink cartridge *is empty*, the LCD will display `Ink Empty` (name of colour).

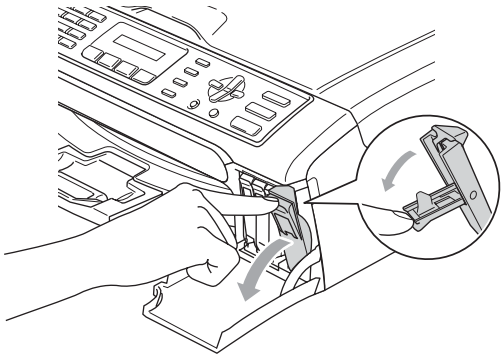
You should *only* replace the actual ink cartridge when this message `Ink Empty` appears on the LCD.

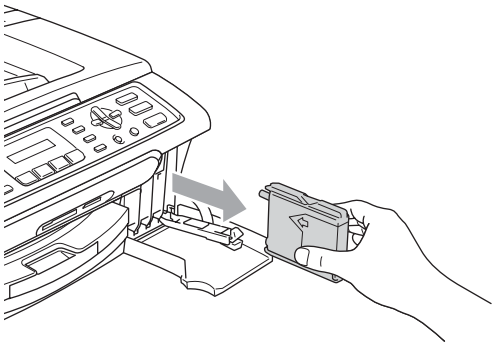
The LCD will tell you which ink cartridge is low or needs replacing. Be sure to follow the LCD prompts to replace the ink cartridges in the correct order.

Even though the machine tells you that an ink cartridge is empty, there will be a small amount of ink left in the ink cartridge. It is necessary to keep some ink in the ink cartridge to prevent air from drying out and damaging the print head assembly.

1. Open the ink cartridge cover.
 If one or more ink cartridges are empty, for example Black, the LCD shows `Ink Empty Black` and `Replace Ink`.

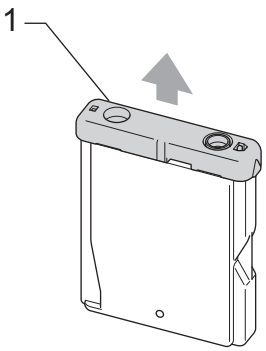
2 Pull the lock release lever down and take out the ink cartridge for the colour shown on the LCD.





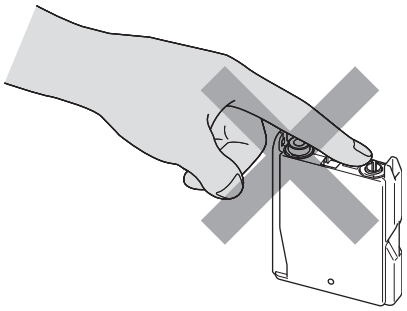
3 Open the new ink cartridge bag for the colour shown on the LCD, and then take out the ink cartridge.

4 Remove the protective yellow cap (1).



Improper Setup

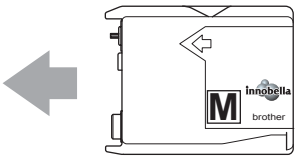
DO NOT touch the area shown in the illustration below.



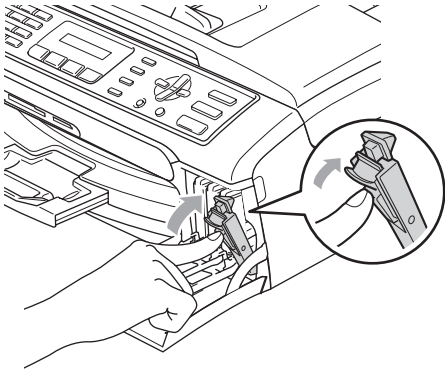
Note

If the protective yellow caps come off when you open the bag, the cartridge will not be damaged.

5 Each colour has its own correct position. Insert the ink cartridge in the direction of the arrow on the label.



6 Lift each lock release lever and push it until it clicks, and then close the ink cartridge cover.



7 The machine will automatically reset the ink dot counter.

Note

- If you replaced an ink cartridge, for example Black, before the LCD shows `Near Empty Black` or `Ink Empty Black`, the LCD will ask you to verify that it was a brand new one (`Did You Change Blck?`). For each new cartridge you installed, press **1** (`Yes`) to automatically reset the ink dot counter for that colour. If the ink cartridge you installed is not a brand new one, be sure to press **2** (`No`).
- If the LCD shows `No Cartridge` after you install the ink cartridge, check that the ink cartridges are installed properly.

WARNING

If ink gets in your eyes, wash them out with water at once and call a doctor if you are concerned.

CAUTION

DO NOT take out ink cartridges if you do not need to replace them. If you do so, it may reduce the ink quantity and the machine will not know the quantity of ink left in the cartridge.

DO NOT touch the cartridge insertion slots. If you do so, the ink may stain your skin.

If ink stains your skin or clothing, wash with soap or detergent at once.

If you mix the colours by installing an ink cartridge in the wrong position, clean the print head several times after correcting the cartridge installation.

Once you open an ink cartridge, install it in the machine and use it up within six months of installation. Use unopened ink cartridges by the expiration date written on the cartridge package.

DO NOT dismantle or tamper with the ink cartridge, this can cause the ink to leak out of the cartridge.

Brother multifunction machines are designed to work with ink of a particular specification and will work to a level of optimum performance when used with genuine Brother Branded ink cartridges. Brother cannot guarantee this optimum performance if ink or ink cartridges of other specifications are used. Brother does not therefore recommend the use of cartridges other than genuine Brother Branded cartridges or the refilling of empty cartridges with ink from other sources. If damage is caused to the print head or other parts of this machine as a result of using incompatible products with this machine, any repairs required as a result may not be covered by the warranty.

Cleaning the outside of the machine

CAUTION

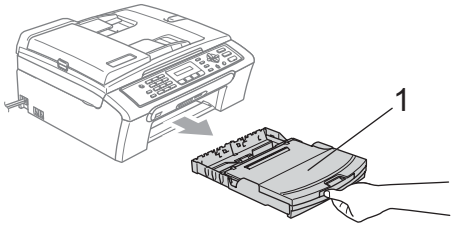
Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the outside surface of the machine.

DO NOT use cleaning materials that contain ammonia.

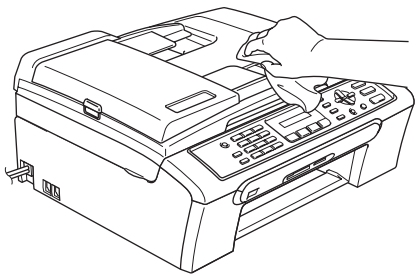
DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

Clean the outside of the machine as follows:

1. Pull the paper tray (1) completely out of the machine.

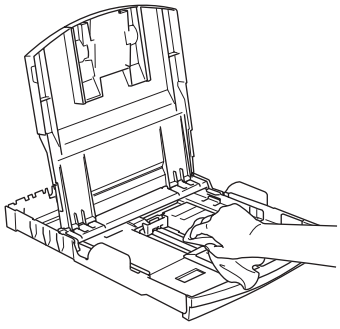


2. Wipe the outside of the machine with a soft cloth to remove dust.



3. Lift the output paper tray cover and remove anything that is stuck inside the paper tray.

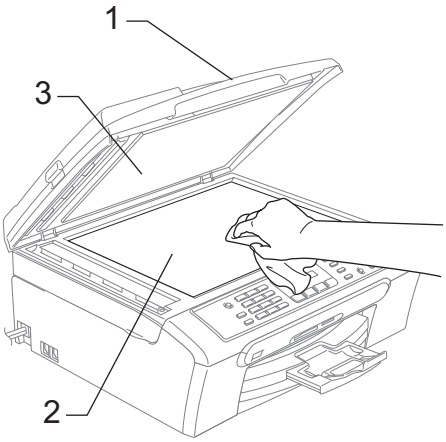
4. Wipe the inside and outside of the paper tray with a soft cloth to remove dust.



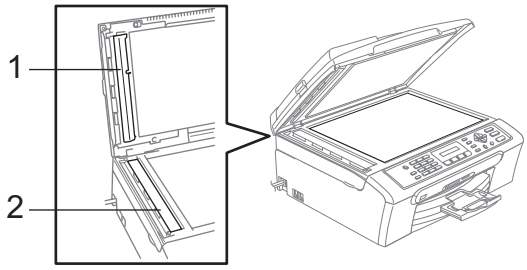
5. Close the output paper tray cover and put the paper tray firmly back in the machine.

Cleaning the scanner

1. Lift the document cover (1). Clean the scanner glass (2) and the white plastic (3) with a soft lint-free cloth moistened with a non-flammable glass cleaner.



2. (MFC-260C only)
In the ADF unit, clean the white bar (1) and the glass strip (2) with a soft lint-free cloth moistened with a non-flammable glass cleaner.



Note

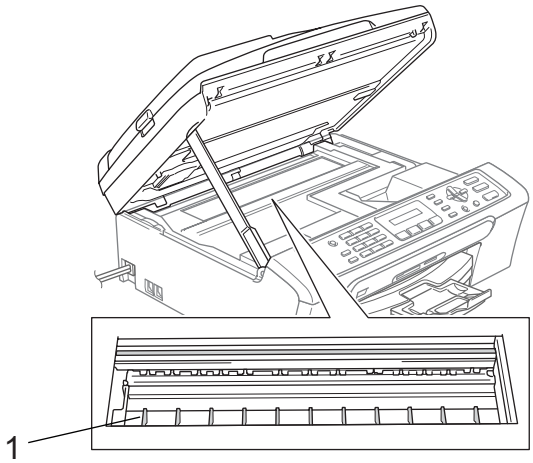
In addition to cleaning the glass strip with a non-flammable glass cleaner, run your finger tip over the glass strip to see if you can feel anything on it. If you feel dirt or debris, clean the glass strip again concentrating on that area. You may need to repeat the cleaning process three or four times. To test, make a copy after each cleaning.

Cleaning the machine printer platen

WARNING

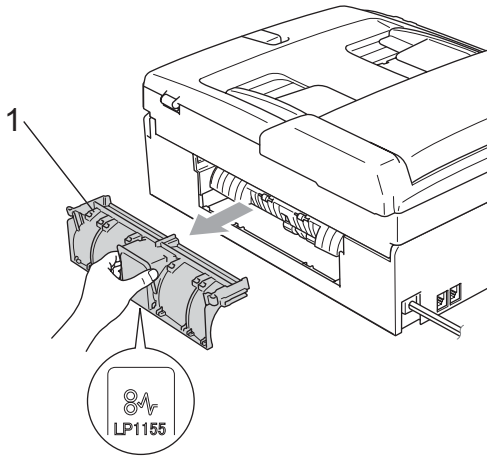
Unplug the machine from the electrical socket before cleaning the printer platen (1).

1. Clean the machine printer platen (1) and the area around it, wiping off any scattered ink with a soft, dry lint-free cloth.



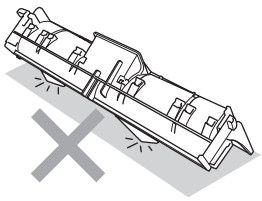
Cleaning the Paper Pick-up Roller

1. Pull the paper tray completely out of the machine.
2. Unplug the machine from the electrical socket and remove the Jam Clear Cover (1).



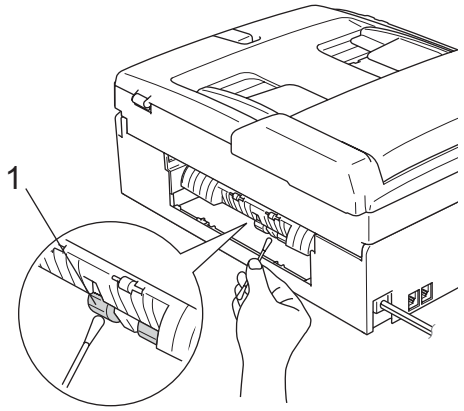
CAUTION

Do not place the jam clear cover face down as shown in the illustration. You may damage the cover and cause paper jams.



B

3 Clean the Paper Pick-up Roller (1) with isopropyl alcohol on a cotton swab.



4 Put the Jam Clear Cover back on. Make sure the cover is set properly.

5 Put the paper tray firmly back in the machine.

6 Re-connect the power cord.

Cleaning the print head

To maintain good print quality, the machine will automatically clean the print head. You can start the cleaning process manually if there is a print quality problem.

Clean the print head and ink cartridges if you get a horizontal line in the text or graphics on your printed pages. You can clean Black only, three colours at a time (Yellow/Cyan/Magenta), or all four colours at once.

Cleaning the print head consumes ink. Cleaning too often uses ink unnecessarily.

CAUTION

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

1 Press **Ink Management**.

2 Press ▲ or ▼ to choose `Cleaning`.
Press **OK**.

3 Press ▲ or ▼ to choose `Black`, `Color` or `All`.
Press **OK**.
The machine cleans the print head. When cleaning is finished, the machine will go back to standby mode automatically.

Note

If you clean the print head at least five times and the print has not improved, call your Brother dealer.

Checking the print quality

If faded or streaked colours and text appear on your output, some of the nozzles may be clogged. You can check this by printing the Print Quality Check Sheet and looking at the nozzle check pattern.

1 Press **Ink Management**.

2 Press ▲ or ▼ to choose `Test Print`.
Press **OK**.

3 Press ▲ or ▼ to choose `Print Quality`.
Press **OK**.

4 Press **Colour Start**.
The machine begins printing the Print Quality Check Sheet.

5 Check the quality of the four colour blocks on the sheet.

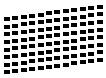
```
Is Quality OK?

1.Yes 2.No
```

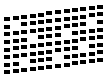
6 Do one of the following:

- If all lines are clear and visible, press **1** to choose Yes, and go to step ⓾.
- If you can see missing short lines as shown below, press **2** to choose No.

OK



Poor



7 The LCD asks you if the print quality is OK for black and three colours.

```
Black OK?

1.Yes 2.No
```

Press **1** (Yes) or **2** (No).

8 The LCD asks you if you want to start cleaning.

```
Start Cleaning?

1.Yes 2.No
```

Press **1** (Yes).
The machine starts cleaning the print head.

9 After cleaning is finished, press **Colour Start**.
The machine starts printing the Print Quality Check Sheet again and then returns to step ❺.

10 Press **Stop/Exit**.
If you repeat this procedure at least five times and the print quality is still poor, replace the ink cartridge for the clogged colour.
After replacing the ink cartridge, check the print quality. If the problem still exists, repeat the cleaning and test print procedures at least five times for the new ink cartridge. If ink is still missing, call your Brother dealer.

CAUTION

DO NOT touch the print head. Touching the print head may cause permanent damage and may void the print head's warranty.

Note



When a print head nozzle is clogged the printed sample looks like this.



After the print head nozzle is cleaned, the horizontal lines are gone.

B

Checking the print alignment

You may need to adjust the print alignment after transporting the machine if your printed text becomes blurred or images become faded.

1. Press **Ink Management**.
2. Press ▲ or ▼ to choose `Test Print`. Press **OK**.
3. Press ▲ or ▼ to choose `Alignment`. Press **OK**.
4. Press **Mono Start** or **Colour Start**. The machine starts printing the Alignment Check Sheet.

 `Is Alignment OK?`

 `1.Yes 2.No`
5. Check the 600 dpi and 1200 dpi test prints to see if number 5 most closely matches number 0.
 - If the number 5 samples of both the 600 dpi and 1200 dpi test prints are the best matches, press **1** (`Yes`) to finish the Alignment Check, and go to step ❽.
 - If another test print number is a better match for either 600 dpi or 1200 dpi, press **2** (`No`) to choose it.
6. For 600 dpi, press the number of the test print that most closely matches the number 0 sample (1-8).

 `600dpi Adjust`

 `Select Best #5`
7. For 1200 dpi, press the number of the test print that most closely matches the number 0 sample (1-8).

 `1200dpi Adjust`

 `Select Best #5`
8. Press **Stop/Exit**.

Checking the ink volume

You can check the ink that is left in the cartridge.

1. Press **Ink Management**.
2. Press ▲ or ▼ to choose `Ink Volume`. Press **OK**.
 The LCD shows the ink volume.
3. Press ▲ or ▼ to choose the colour you want to check.
4. Press **Stop/Exit**.

Note

You can check the ink volume from your computer. (See *Printing* for Windows® or *Printing and Faxing* for Macintosh® in the Software User's Guide on the CD-ROM.)

Machine Information

Checking the serial number

You can see the machine's serial number on the LCD.

1. Press **Menu**, **6**, **1**.

 1.Serial No.

 XXXXXXXX

2. Press **Stop/Exit**.

Packing and shipping the machine

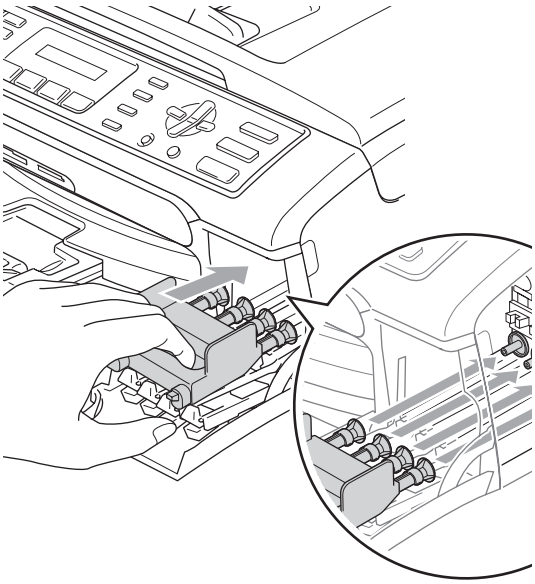
When you transport the machine, use the packing materials that came with your machine. If you do not pack the machine properly, you could void your warranty.

CAUTION

It is important to allow the machine to 'park' the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this parking process may lead to print problems and possible damage to the print head.

1. Open the ink cartridge cover.
2. Pull the lock release levers down and take out all the ink cartridges. (See *Replacing the ink cartridges* on page 103.)

3 Install the yellow protective part, lift each lock release lever and push it until it clicks, and then close the ink cartridge cover.



CAUTION

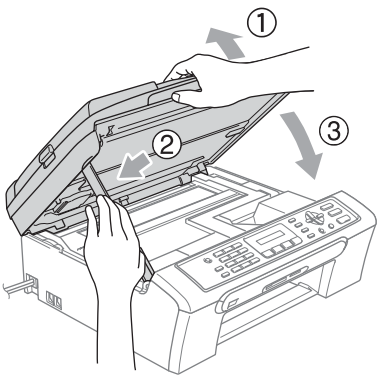
If you are not able to find the yellow protective parts, DO NOT remove the ink cartridges before shipping. It is essential that the machine be shipped with either the yellow protective parts or the ink cartridges in position. Shipping without them will cause damage to your machine and may void your warranty.

4 Unplug the machine from the telephone wall socket and take the telephone line cord out of the machine.

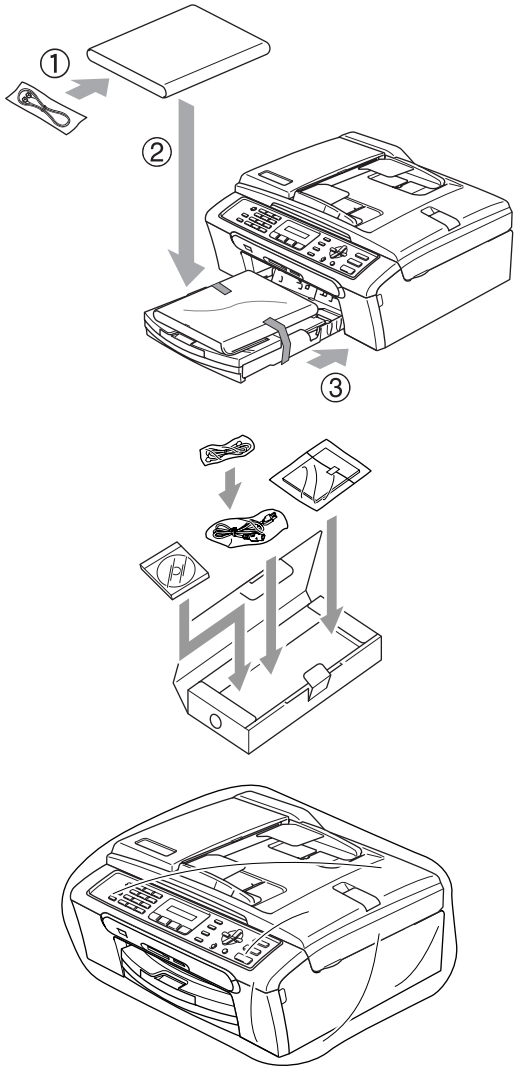
5 Unplug the machine from the electrical socket.

6 Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position. Then unplug the interface cable from the machine, if it is connected.

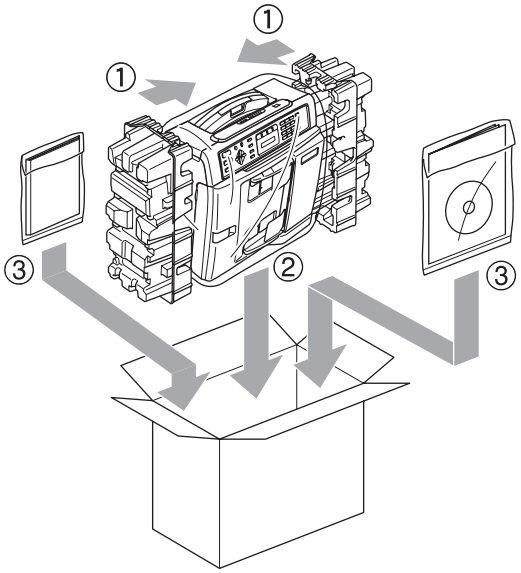
7 Lift the scanner cover (1) to release the lock. Gently push the scanner cover support down (2) and close the scanner cover (3).



8 Wrap the machine in the bag and put it in the original carton with the original packing material.



9 Pack the printed materials in the original carton as shown below. Do not pack the used ink cartridges in the carton.



10 Close the carton and tape it shut.

C Menu and Features

On-screen programming

Your machine is designed to be easy to use with LCD on-screen programming using the menu keys. User-friendly programming helps you take full advantage of all the menu selections your machine has to offer.

Since your programming is done on the LCD, we have created step-by-step on-screen instructions to help you program your machine. All you need to do is follow the instructions as they guide you through the menu selections and programming options.

Menu table

You can program your machine by using the Menu table that begins on page 114. These pages list the menu selections and options.

Press **Menu** followed by the menu numbers to program your machine.

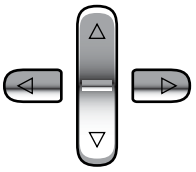
For example, to set beeper volume to Low.

1. Press **Menu**, **1**, **4**, **2**.
2. Press ▲ or ▼ to choose Low.
3. Press **OK**.
4. Press **Stop/Exit**.

Memory storage

Even if there is a power failure, you will not lose your menu settings because they are stored permanently. Temporary settings (such as Contrast, Overseas mode, and so on) will be lost. You may have to reset the date and time.

Menu keys



Menu	Access the menu.
OK	Go to the next menu level. Accept an option.
Clear / Back	Go back to the previous menu level. Delete an incorrect letter when you need to enter text into the machine.
	Scroll through the current menu level.
	Go back to the previous menu level.
Stop / Exit 	Exit the menu.

To access the menu mode:

1. Press **Menu**.
2. Choose an option.
 - Press **1** for General Setup menu.
 - Press **2** for Fax menu.
 - Press **3** for Copy menu.

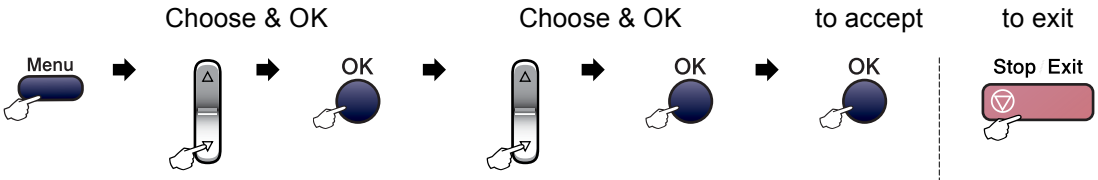
 ⋮
 - Press **0** for Initial Setup.

 You can scroll more quickly through each menu level by pressing ▲ or ▼ for the direction you want.

3. Press **OK** when that option appears on the LCD.
 The LCD will then show the next menu level.
4. Press ▲ or ▼ to scroll to your next menu selection.
5. Press **OK**.
 When you finish setting an option, the LCD shows `Accepted`.
6. Press **Stop/Exit**.

Menu Table

The menu table will help you understand the menu selections and options that are found in the machine's programs. The factory settings are shown in Bold with an asterisk.



Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1.General Setup	1.Mode Timer	—	0 Sec 30 Secs 1 Min **2 Mins*** 5 Mins Off	Sets the time to return to Fax mode.	18
	2.Paper Type	—	**Plain Paper*** Inkjet Paper Brother Photo Other Photo Transparency	Sets the type of paper in the paper tray.	18
	3.Paper Size	—	Letter Legal **A4*** A5 10x15cm	Sets the size of the paper in the paper tray.	18
		The factory settings are shown in Bold with an asterisk.			

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
1.General Setup (Continued)	4.Volume	1.Ring	Off Low **Med*** High	Adjusts the ring volume.	19
		2.Beeper	Off **Low*** Med High	Adjusts the volume level of the beeper.	19
		3.Speaker	Off Low **Med*** High	Adjusts the speaker volume.	19
	5.Daylight Save	—	**On*** Off	Changes for Daylight Savings Time manually.	20
	6.P.Save Setting	—	**Fax Receive:On*** Fax Receive:Off	Customizes the **Power Save** key not to receive faxes in power save mode.	17
	7.LCD Contrast	—	Light **Dark***	Adjusts the contrast of the LCD.	20
2.Fax	1.Setup Receive (In Fax mode only)	1.Ring Delay	(Example for Australia) **02*** 03 04 05 06 07 08 09 10	Sets the number of rings before the machine answers in Fax Only or Fax/Tel mode.	32
		2.F/T Ring Time	20Sec **30Sec*** 40Sec 70Sec (For New Zealand) 20Sec **30Sec*** 40Sec 55Sec	Sets the F/T pseudo/double-ring time in Fax/Tel mode.	32
		3.Fax Detect	**On*** Off	Receives fax messages without pressing **Start**.	33

The factory settings are shown in Bold with an asterisk.

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.Fax (Continued)	1.Setup Receive (In Fax mode only) (Continued)	4.Remote Codes	**On*** (✳51, #51) (✳91, #91 for New Zealand) Off	Allows you to answer all calls at an extension or external telephone and use codes to turn the machine on or off. You can personalize these codes.	46
		5.Auto Reduction	**On*** Off	Cuts the size of incoming faxes.	33
		6.Memory Receive	**On*** Off	Automatically stores any incoming faxes in its memory if it runs out of paper.	34
	2.Setup Send (In Fax mode only)	1.Contrast	**Auto*** Light Dark	Changes the lightness or darkness of faxes you send.	27
		2.Fax Resolution	**Standard*** Fine S.Fine Photo	Sets the default resolution for outgoing faxes.	27
		3.Real Time TX	Next Fax Only **Off*** On	Sends a fax without using the memory.	28
		4.Overseas Mode	On **Off***	If you are having problems sending faxes overseas, set this to on.	29
		0.Scan Size	**A4*** Letter	Adjusts the scan area of the scanner glass to the size of the document.	25
	3.Report Setting	1.Transmission	On On+Image **Off*** Off+Image	Sets initial setup for Transmission Verification Report and Fax Journal.	51
		2.Journal Period	Off **Every 50 Faxes*** Every 6 Hours Every 12 Hours Every 24 Hours Every 2 Days Every 7 Days		51
	4.Remaining Jobs	—	—	Checks which jobs are in the memory and lets you cancel chosen jobs.	26

The factory settings are shown in Bold with an asterisk.

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
2.Fax (Continued)	0.Miscellaneous	**1.TX Lock**	—	Stops unauthorized users from changing the machine's current settings.	21
		2.Compatibility	**Normal*** Basic	Adjusts the equalization for transmission problems.	103
		3.Distinctive (Not available in New Zealand)	On **Off***	Use with phone company distincive ringing service allows you to have a voice number and fax number on the one phone line.	37 42
		3.Faxability (For New Zealand only)	On **Off***	If you have FaxAbility from Telecom, you can use this function to store the ringing pattern of your fax number. And if you set in to ON, you should use the registered number only.	40
		4.Caller ID	Display# Print Report	View or print a list of the last 30 Caller IDs stored in the memory.	39 41 43
3.Copy	**1.Quality**	—	Best Fast **Normal***	Chooses the Copy resolution for your type of document.	56
	2.Brightness	—	-□□□□■+ -□□□■□+ **-□□■□□+*** -□■□□□+ -■□□□□+	Adjusts the brightness for copies.	59
	3.Contrast	—	-□□□□■+ -□□□■□+ **-□□■□□+*** -□■□□□+ -■□□□□+	Adjusts the contrast for copies.	59
	The factory settings are shown in Bold with an asterisk.				

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
3.Copy (Continued)	**4.Color Adjust**	**1.Red**	R:- □□□□■ + R:- □□□■□ + **R:- □□■□□ +*** R:- □■□□□ + R:- ■□□□□ +	Adjusts the amount of Red in copies.	59
		2.Green	G:- □□□□■ + G:- □□□■□ + **G:- □□■□□ +*** G:- □■□□□ + G:- ■□□□□ +	Adjusts the amount of Green in copies.	
		3.Blue	B:- □□□□■ + B:- □□□■□ + **B:- □□■□□ +*** B:- □■□□□ + B:- ■□□□□ +	Adjusts the amount of Blue in copies.	
4.PhotoCapture	**1.Print Quality**	—	Normal **Photo***	Choose the print quality.	68
	2.Paper Type	—	Plain Paper Inkjet Paper Brother Photo **Other Photo***	Choose the paper and print size.	68
	3.Paper Size	—	Letter A4 **10x15cm*** 13x18cm	Choose the paper size.	68
	The factory settings are shown in Bold with an asterisk.				

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
4.PhotoCapture (Continued)	4.Print Size	—	10 x 8cm 13 x 9cm **15 x 10cm*** 18 x 13cm 20 x 15cm	Choose the print size. (Appears when A4 or Letter is chosen in the Paper Size menu.)	68
	5.Brightness	—	- □□□□■ + - □□□■□ + **- □□■□□ +*** - □■□□□ + - ■□□□□ +	Adjusts the brightness.	68
	6.Contrast	—	- □□□□■ + - □□□■□ + **- □□■□□ +*** - □■□□□ + - ■□□□□ +	Adjusts the contrast.	68
	7.Cropping	—	**On*** Off	Crops the image around the margin to fit the paper size or print size. Turn this feature off if you want to print whole images or prevent unwanted cropping.	69
	8.Borderless	—	**On*** Off	Expands the printable area to fit the edges of the paper.	69
5.Print Reports	1.XMIT Verify	—	—	Prints a Transmission Verification Report for your last transmission.	52
	2.Help List	—	—	Prints the Help List so you can see at-a-glance how to quickly program your machine.	52
	3.Quick Dial	—	—	Lists name and numbers stored in the Speed Dial memory, in numerical order.	52
	4.Fax Journal	—	—	Lists information about the last incoming and outgoing faxes. (TX means Transmit.) (RX means Receive.)	52
	5.User Settings	—	—	Lists your settings.	52
6.Machine Info.	1.Serial No.	—	—	Lets you check the serial number of your machine.	111
	The factory settings are shown in Bold with an asterisk.				

Main Menu	Submenu	Menu Selections	Options	Descriptions	Page
0.Initial Setup	1.Receive Mode	—	**Fax Only*** Fax/Tel External TAD Manual	Choose the receive mode that best suits your needs.	30
	2.Date&Time	—	—	Puts the date and time on the LCD and in headings of faxes you send.	See Quick Setup Guide
	3.Station ID	—	Fax: Name:	Set your name and fax number to appear on each page you fax.	
	4.Tone/Pulse (Not available in New Zealand)	—	**Tone*** Pulse	Choose the dialing mode.	See Quick Setup Guide
	5.Dial Tone	—	Detection **No Detection***	Turns Dial Tone Detection on or off.	102
	0.Local Language	—	**English*** Spanish	Allows you to change the LCD language for your country.	See Quick Setup Guide
	The factory settings are shown in Bold with an asterisk.				

Entering Text

When you are setting certain menu selections, such as the Station ID, you may need to enter text into the machine. Most number keys have three or four letters printed on keys. The keys for **0**, **#** and ✳ do not have printed letters because they are used for special characters.

By pressing the relevant number key repeatedly, you can access the character you want.

Press Key	one time	two times	three times	four times
2	A	B	C	2
3	D	E	F	3
4	G	H	I	4
5	J	K	L	5
6	M	N	O	6
7	P	Q	R	S
8	T	U	V	8
9	W	X	Y	Z

Putting spaces

To enter a space in a fax number, press ▶ once between numbers. To enter a space in a name, press ▶ twice between characters.

Making corrections

If you entered an incorrect letter and want to change it, press ◀ to move the cursor under the incorrect character. Then press **Clear/Back**. Re-enter the correct character. You can also back up and insert letters.

Repeating letters

If you need to enter a letter that is on the same key as the letter before, press ▶ to move the cursor to the right before you press the key again.

Special characters and symbols

Press ✳, **#** or **0**, and then press ◀ or ▶ to move the cursor under the special character or symbol you want. Then press **OK** to choose it.

Press ✳	for	(space) ! " # $ % & ' () ✳ + , - . / €
Press **#**	for	: ; < = > ? @ [] ^ _
Press **0**	for	Ä Ë Ö Ü À Ç È É 0

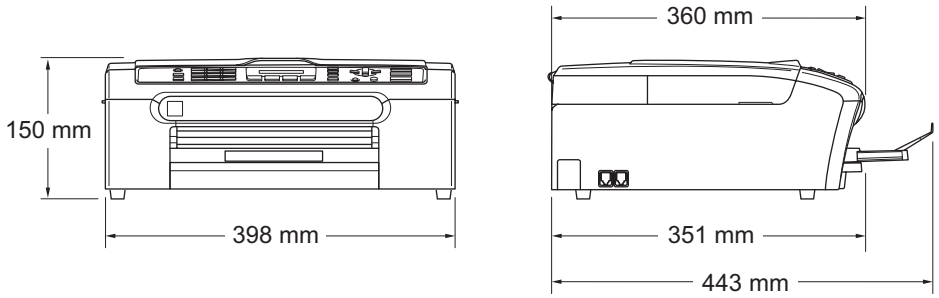
D Specifications

General

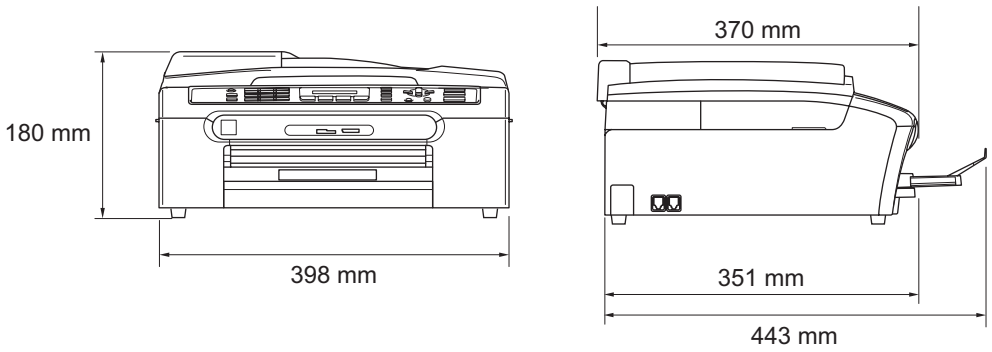
Memory Capacity	16 MB	
ADF (automatic document feeder)	Up to 10 pages (MFC-260C only)	
	Recommended Environment for Best Results:	
	Temperature: 20° C - 30° C	
	Humidity: 50% - 70%	
	Paper: [80 gsm] A4 or Letter size	
Paper Tray	100 Sheets [80 gsm]	
Printer Type	Ink Jet	
Print Method	Mono:	Piezo with 94 × 1 nozzle
	Colour:	Piezo with 94 × 3 nozzles
LCD (liquid crystal display)	16 characters × 1line	
Power Source	AC 220 to 240V 50/60Hz	
Power Consumption	(MFC-235C)	
	Power Save Mode:	Average 5 W
	Standby:	Average 7 W
	Operating:	Average 21 W
	(MFC-260C)	
	Power Save Mode:	Average 5 W
	Standby:	Average 8 W
	Operating:	Average 32 W

Dimensions

(MFC-235C)



(MFC-260C)



Weight	7.3 kg (MFC-235C)	
	8.0 kg (MFC-260C)	
Noise	Operating:	50 dB or less [1]
Temperature	Operating:	10 to 35° C
	Best Print Quality:	20 to 33° C
Humidity	Operating:	20 to 80% (without condensation)
	Best Print Quality:	20 to 80% (without condensation)

[1] This depends on printing conditions.

Print media

Paper Input	**Paper Tray** ■ Paper type: Plain paper, inkjet paper (coated paper), glossy paper [2], transparencies [1] [2] and envelopes ■ Paper size: Letter, Legal, Executive, A4, A5, A6, JIS_B5, envelopes (commercial No.10, DL, C5, Monarch, JE4), Photo card, Index card and Post card [3]. Width: 89 mm (3.5 in) - 216 mm (8.5 in) Height: 127 mm (5.0 in) - 356 mm (14.0 in) For more details, see *Paper weight, thickness and capacity* on page 11. ■ Maximum paper tray capacity: Approx. 100 sheets of 80 gsm (20 lb) plain paper
Paper Output	Up to 50 sheets of A4 plain paper (face up print delivery to the output paper tray) [2]

1 Use only transparencies recommended for inkjet printing.

2 For glossy paper or transparencies, we recommend removing printed pages from the output paper tray immediately after they exit the machine to avoid smudging.

3 See *Paper type and size for each operation* on page 10.

Fax

Compatibility	ITU-T Group 3
Coding System	MH/MR/MMR/JPEG
Modem Speed	Automatic Fallback 14,400 bps
Document Size	ADF Width: (MFC-260C) 148 mm to 216 mm ADF Height: (MFC-260C) 148 mm to 355.6 mm Scanner Glass Width: Max. 216 mm Scanner Glass Height: Max. 297 mm
Scanning Width	208 mm
Printing Width	204 mm
Greyscale	256 levels
Contrast Control	Automatic/Light/Dark (manual setting)
Resolution	■ Horizontal 8 dot/mm ■ Vertical Standard 3.85 line/mm (Mono) 7.7 line/mm (Colour) Fine 7.7 line/mm (Mono/Colour) Photo 7.7 line/mm (Mono) Superfine 15.4 line/mm (Mono)
Speed Dial	40 stations
Groups	Up to 6
Broadcasting [1]	90 stations
Automatic Redial	3 times at 5 minute intervals
Ring Delay	2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for Australia) 1, 2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for New Zealand) 0, 1, 2, 3, 4, 5, 6, 7, 8, 9 or 10 rings (for some countries)
Communication Source	Public switched telephone network.

Memory Transmission	Up to 200 [2]/170 [3] pages
Out of Paper Reception	Up to 200 [2]/170 [3] pages

[1] Black & White only

[2] ‘Pages’ refers to the ‘Brother Standard Chart No. 1’ (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

[3] ‘Pages’ refers to the ‘ITU-T Test Chart #1’ (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

Copy

Colour/Monochrome	Yes/Yes
Document Size	ADF Width: (MFC-260C) 148 mm to 216 mm ADF Height: (MFC-260C) 148 mm to 355.6 mm Scanner Glass Width: Max. 216 mm Scanner Glass Height: Max. 297 mm
Copy Speed	(MFC-235C) Mono: Up to 18 pages/minute (A4 paper) [1] Colour: Up to 16 pages/minute (A4 paper) [1] (MFC-260C) Mono: Up to 20 pages/minute (A4 paper) [1] Colour: Up to 18 pages/minute (A4 paper) [1]
Multiple Copies	Stacks up to 99 pages Sorts up to 99 pages (Monochrome only) (MFC-260C only)
Enlarge/Reduce	25% to 400% (in increments of 1%)
Resolution	(Monochrome) ■ Scans up to 600×1200 dpi ■ Prints up to 1200×1200 dpi (Colour) ■ Scans up to 600×1200 dpi ■ Prints up to 600×1200 dpi

[1] Based on Brother standard pattern (Fast mode/Stack Copy). Copy speeds vary with the complexity of the document.

PhotoCapture Center™

Note

The MFC-235C only supports a USB Flash memory drive.

Available Media [1]	CompactFlash® (Type I only) (Microdrive™ is not compatible) (Compact I/O card such as Compact LAN card and Compact Modem card are not supported.)
	Memory Stick®
	Memory Stick Pro™
	Memory Stick Duo™ with adapter
	MultiMediaCard™
	Secure Digital™
	miniSD™ with adapter
	xD-Picture Card™ [2]
	USB flash memory drive [3]
Resolution	Up to 1200×2400 dpi
File Extension	
(Media Format)	DPOF, EXIF, DCF
(Image Format)	Photo Print: JPEG [4]
Number of Files	Up to 999 files (The folder inside a memory card or USB Flash memory drive is also counted.)
Folder	File must be in the 4th folder level of the memory card or USB Flash memory drive.
Borderless	Letter, A4, Photo 10×15 cm, Photo 13×18 cm [5]

1 Memory cards, Adapters and USB Flash memory drive are not included.

2 xD-Picture Card™ Conventional Card from 16MB to 512MB
xD-Picture Card™ Type M from 256MB to 2GB
xD-Picture Card™ Type H from 256MB to 2GB

3 USB 2.0 standard
USB Mass Storage Class from 16 MB to 8 GB
Support format: FAT 12/FAT16/FAT32

4 Progressive JPEG format is not supported.

5 See *Paper type and size for each operation* on page 10.

PictBridge

Compatibility	Supports the Camera & Imaging Products Association PictBridge standard CIPA DC-001 Visit http://www.cipa.jp/pictbridge for more information
Interface	PictBridge (USB) Port

Scanner

Colour/Monochrome	Yes/Yes
TWAIN Compliant	Yes (Windows® 2000 Professional/XP/XP Professional x64 Edition/Windows Vista™/Windows Vista™ x64 Edition)
	Mac OS® X 10.2.4 or greater
WIA Compliant	Yes (Windows® XP [1]/Windows Vista™)
Colour Depth	36 bit colour Processing (Input)
	24 bit colour Processing (Output)
	(Actual Input: 30 bit colour/Actual Output: 24 bit colour)
Resolution	Up to 19200 × 19200 dpi (interpolated) [2]
	Up to 600 × 2400 dpi (optical)
Scanning Speed	Colour: up to 6.02 sec.
	Mono: up to 3.82 sec.
	(A4 size in 100 × 100 dpi)
Document Size	ADF Width (MFC-260C): 148 mm to 216 mm
	ADF Height (MFC-260C): 148 mm to 355.6 mm
	Scanner Glass Width: Max. 216 mm
	Scanner Glass Height: Max. 297 mm
Scanning Width	210 mm
Greyscale	256 levels

1 Windows® XP in this User's Guide includes Windows® XP Home Edition, Windows® XP Professional, and Windows® XP Professional x64 Edition.

2 Maximum 1200 × 1200 dpi scanning when using the WIA Driver for Windows® XP and Windows Vista™ (resolution up to 19200 × 19200 dpi can be chosen by using the Brother scanner utility)

Printer

Printer Driver	Windows® 2000 Professional/XP/XP Professional x64 Edition/Windows Vista™/Windows Vista™ x64 Edition driver supporting Brother Native Compression mode
	Mac OS® X 10.2.4 or greater: Brother Ink Driver
Resolution	Up to 1200 × 6000 dpi
	1200 × 2400 dpi
	1200 × 1200 dpi
	600 × 600 dpi
	600 × 300 dpi
	600 × 150 dpi
Print Speed	(MFC-235C)
	Mono: Up to 25 pages/minute [1]
	Colour: Up to 20 pages/minute [1]
	(MFC-260C)
	Mono: Up to 27 pages/minute [1]
	Colour: Up to 22 pages/minute [1]
Printing Width	204 mm (210 mm) [2] (A4 size)
Disk-Based Fonts	35 TrueType (Windows only)
Borderless	Letter, A4, A6, Photo Card, Index Card, Post Card [3]

1 Based on Brother standard pattern.
A4 size in draft mode.

2 When you set the Borderless feature to On.

3 See *Paper type and size for each operation* on page 10.

Interfaces

USB	A USB 2.0 interface cable that is no longer than 2.0 m. [1] [2]

[1] Your machine has a full-speed USB 2.0 interface. This interface is compatible with Hi-Speed USB 2.0; however, the maximum data transfer rate will be 12 Mbits/s. The machine can also be connected to a computer that has a USB 1.1 interface.

[2] Third party USB ports are not supported for Macintosh®.

Computer requirements

SUPPORTED OPERATING SYSTEMS AND SOFTWARE FUNCTIONS						
Operating Systems		**Supported Functions**	**Interface**	**Minimum Processor**	**Recommended RAM**	**Required HARD Disk Space**
Windows® [1, 5]	2000 Professional	Printing, PC-FAX Send [4] Scanning, Removable Disk [3]	USB	Intel® Pentium® II or AMD equivalent	256MB	480MB
	XP Home XP Professional					
	XP Professional x64 Edition			AMD Opteron™ AMD Athlon™ 64 Intel® Xeon™ with Intel® EM64T Intel® Pentium® 4 with Intel® EM64T	512MB	
	Windows Vista™			1 GHz 32-bit (x86) or 64-bit (x64) processor	1GB	1.1GB
Mac® [6]	OS X 10.2.4 or greater	Printing, PC-FAX Send [4] Scanning, Removable Disk [3]	USB [2]	PowerPC G4/G5, Intel® Core™ Solo/Duo PowerPC G3 350MHz	256MB	480MB

Conditions:

1 Microsoft® Internet Explorer 5.5 or greater.

2 Third party USB ports are not supported.

3 Removable disk is a function of PhotoCapture Center™.

4 PC Fax supports black and white faxing only.

5 PaperPort™ 11SE supports Microsoft® SP4 or higher for Windows® 2000 and SP2 or higher for XP.

6 Presto!® PageManager® on the CD-ROM supports Mac OS X 10.3.9 or higher. For Mac OS X 10.2.4-10.3.8 Presto!® PageManager® is available as a download from the Brother Solutions Center.

For the latest driver updates, visit www.brother.com.
All trademarks, brand and product names are property of their respective companies.

Consumable items

Ink	The machine uses individual Black, Yellow, Cyan and Magenta ink cartridges that are separate from the print head assembly.
Service Life of Ink Cartridge	**Replacement Ink Cartridges** The first time you install the ink cartridges the machine will use extra ink to fill the ink delivery tubes. This is a one-time process that enables high quality printing. Afterward, replacement ink cartridges will print the specified number of pages. Black - Approximately 350 pages at 5% coverage Yellow, Cyan and Magenta - Approximately 300 pages at 5% coverage ■ The above figures assume continuous printing at a resolution of 600 x 600 dpi in normal mode after installing a new ink cartridge. ■ The number of pages a cartridge will print may change depending on how often you use the machine and how many pages you print with each use. ■ The machine will automatically and periodically clean the print head assembly, a process that uses a small amount of ink. ■ When the machine identifies a cartridge as empty there may be a small amount of ink left in it. This is necessary to prevent air from drying out and damaging the print head assembly.
Replacement Consumables	<Black> LC37BK, <Cyan> LC37C, <Magenta>LC37M, <Yellow> LC37Y

What is Innobella™?

Innobella™ is a range of genuine consumables offered by Brother. The name "Innobella™" derives from the words "Innovation" and "Bella" (meaning "Beautiful" in Italian) and is a representation of the "innovative" technology providing you with "beautiful“and “long lasting” print results.

When you print photo images, Brother recommends Innobella™ glossy photo paper (BP61GL series) for high quality. Brilliant prints are made easier with Innobella™ Ink and paper.

E Glossary

This is a comprehensive list of features and terms that appear in Brother manuals. Availability of these features depends on the model you purchased.

ADF (automatic document feeder)
The document can be placed in the ADF and scanned one page at a time automatically.

Auto Reduction
Reduces the size of incoming faxes.

Automatic fax transmission
Sending a fax without picking up the handset of an external telephone.

Automatic Redial
A feature that enables your machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.

Backup Print
Your machine prints a copy of every fax that is received and stored in memory.This is a safety feature so you will not lose messages during a power failure.

Beeper Volume
Volume setting for the beep when you press a key or make an error.

Brightness
Changing the Brightness makes the whole image lighter or darker.

Broadcasting
The ability to send the same fax message to more than one location.

Caller ID
A service purchased from the telephone company that lets you see the number (or name) of the party calling you.

CNG tones
The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that a fax machine is calling.

Coding method
Method of coding the information contained in the document. All fax machines must use a minimum standard of Modified Huffman (MH). Your machine is capable of greater compression methods, Modified Read (MR), Modified Modified Read (MMR) and JPEG, if the receiving machine has the same capability.

Communication error (Comm. Error)
An error during fax sending or receiving, usually caused by line noise or static.

Compatibility group
The ability of one fax unit to communicate with another. Compatibility is assured between ITU-T Groups.

Contrast
Setting to compensate for dark or light documents, by making faxes or copies of dark documents lighter and light documents darker.

Dual Access
Your machine can scan outgoing faxes or scheduled jobs into memory at the same time it is sending a fax from memory or receiving or printing an incoming fax.

ECM (Error Correction Mode)
Detects errors during fax transmission and resends the pages of the fax that had an error.

Extension telephone
A telephone using the same line as your fax but plugged into a separate wall socket.

External telephone
A TAD (telephone answering device) or telephone that is connected to your machine.

F/T Ring Time

The length of time that the Brother machine rings (when the Receive Mode setting is Fax/Tel) to notify you to pick up a voice call that it answered.

FaxAbility

A subscriber service purchased from the telephone company that provides another phone number on an existing phone line. The Brother fax machine uses the new number to simulate a dedicated fax line.

Fax Detect

Enables your machine to respond to CNG tones if you interrupt a fax call by answering it.

Fax Journal

Lists information about the last 200 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Fax tones

The signals sent by sending and receiving fax machines while communicating information.

Fax/Tel

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fine resolution

Resolution is 203 × 196 dpi. It is used for small print and graphs.

Greyscale

The shades of grey available for copying, scanning and faxing photographs.

Group number

A combination of Speed Dial numbers that are stored in a Speed Dial location for Broadcasting.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the User's Guide with you.

Innobella™

Innobella™ is a range of genuine consumables offered by Brother. For best quality results Brother recommends Innobella™ Ink and Paper.

Journal Period

The pre-programmed time period between automatically printed Fax Journal Reports. You can print the Fax Journal on demand without interrupting the cycle.

LCD (liquid crystal display)

The display screen on the machine that shows interactive messages during On-Screen Programming and shows the date and time when the machine is idle.

Manual fax

When you lift the handset of your external telephone you can hear the receiving fax machine answer before you press **Mono Start** or **Colour Start** to begin sending.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

The bundled ScanSoft™ PaperPort™ 11SE with OCR or Presto!® PageManager® software application converts an image of text to text you can edit.

Out of Paper Reception

Receives faxes into the machine's memory when the machine is out of paper.

Overseas Mode

Makes temporary changes to the fax tones to accommodate noise and static on overseas telephone lines.

Pause

Allows you to place a 3.5 second delay in the dialing sequence stored on Speed Dial numbers. Press **Redial/Pause** as many times as needed for longer pauses.

Photo resolution (Mono only)

A resolution setting that uses varying shades of grey for the best representation of photographs.

PhotoCapture Center™

Allows you to print digital photos from your digital camera at high resolution for photo quality printing.

PictBridge

Allows you to print photos directly from your digital camera at high resolution for photo quality printing.

Pulse (Not available in New Zealand)

A form of rotary dialing on a telephone line.

Quick Dial List

A listing of names and numbers stored in Speed Dial memory, in numerical order.

Real Time Transmission

When memory is full, you can send faxes in real time.

Remaining jobs

You can check which jobs are waiting in memory and cancel jobs individually.

Remote Activation Code

Press this code (✳ **5 1**) when you answer a fax call on an extension or external telephone.

Remote Deactivation Code (For Fax/Tel mode only)

When the machine answers a voice call, it pseudo/double-rings. You can pick up at an extension telephone by pressing this code (**# 5 1**).

Resolution

The number of vertical and horizontal lines per inch. See: Standard, Fine, Super Fine and Photo.

Ring Delay

The number of rings before the machine answers in `Fax Only` and `Fax/Tel` mode.

Ring Volume

Volume setting for the machine's ring.

Scanning

The process of sending an electronic image of a paper document into your computer.

Search

An electronic, numerical or alphabetical listing of stored Speed Dial and Group numbers.

Speed Dial

A pre-programmed number for easy dialing. You must press the **Speed Dial**, **#**, and the two digit code, and **Mono Start** or **Colour Start** to start the dialing process.

Standard resolution

203 × 97 dpi. It is used for regular size text and quickest transmission.

Station ID

The stored information that appears on the top of faxed pages. It includes the sender's name and fax number.

Super Fine resolution (Mono only)

392 × 203 dpi. Best for very small print and line art.

TAD (telephone answering device)

You can connect an external TAD to your machine.

Temporary settings

You can choose certain options for each fax transmission and copy without changing the default settings.

Tone (Not available in New Zealand)

A form of dialing on the telephone line used for Touch Tone telephones.

Transmission

The process of sending faxes over the telephone lines from your machine to the receiving fax machine.

User Settings

A printed report that shows the current settings of the machine.

Transmission Verification Report

A listing for each fax sent, that shows its date, time and number.

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For Australia Only:

Warranty & Repair - For details about warranty on your Brother Product, the details are listed on the following link: **www.brother.com.au** under Warranty. For warranty service (repair) of your Brother product you will need to retain a copy of your sales docket and contact the Support Centre for location of the nearest Authorised Warranty Centre (AWC)

Support - For technical support for your Brother Product other than what you can resolve through the User's Guide, please visit our website or our solutions website for FAQs/Troubleshooting, Drivers & Software, or contact the Product Support Centre for any technical or customer care/support enquiry.

Product Support Centre: Australia

Brother International (Aust) Pty Ltd

Phone: 02 8875 6000

Fax: 02 9870 7223

Email: **productsupport@brother.com.au**

Web Site: **www.brother.com.au**

Solutions Site: **http://solutions.brother.com**

Visit us on the World Wide Web
http://www.brother.com

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